

*The best you can be, every day.*

Tuesday 2<sup>nd</sup> June 2020

Dear Parents/Carers

Further to my letter dated 22<sup>nd</sup> May 2020, I write with further details regarding arrangements for the return of our Reception pupils on 8<sup>th</sup> June 2020.

## Planning for a 'return to normal'

Since my letter before half term we have invited the Year 1 and Year 6 pupils back to both the Brockham and Leigh sites. Prior to their return we received further information, from both the Local Authority and the DfE. These enabled us to provide pupils, parents and staff with some key documents and information. I have uploaded the documents to our school website for your information:

<https://www.northdowns.surrey.sch.uk/page/?title=COVID%2D19+Policies+and+Guidance&pid=543>

I am sure you will understand that there have been many factors which have been necessary to take into account in order to plan for this half term. Along with safety measures such as rigorous hygiene and cleaning routines there have been many other considerations which have included group size, deployment of staff, allocation of rooms and outdoor areas and use of equipment and resources. In order to meet social distancing requirements:

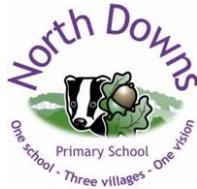
- children will be in 'bubbles' of no more than fifteen pupils. *It will not be possible to swap your child to another group and/or days.*
- Three adults will be allocated to each bubble, or group.
- The children will remain in their groups through the day. At the Brockham site, where we have other year groups and children, there will be staggered drop off and pick up, staggered break times and lunchtimes.
- They will remain within their allocated classrooms and outdoor areas, with as much learning undertaken outside as is possible.
- Please understand that your child(ren) may not be with their class teacher

It is important for you to appreciate these changes so that you can support your child in understanding that school will be a little different for them, although we will all be trying our absolute utmost to ensure it is the happy, caring and nurturing environment they are used to.

## Our arrangements for return from Monday 8<sup>th</sup> June will be as follows:

*All children will be required to wear school uniform. No PE kit necessary so we suggest children wear trainers rather than school shoes. Please do not bring any personal items in from home, other than packed lunch if needed and **NAMED** water bottles. Please ensure your child has a sun hat with them and has had sun cream applied before coming into school.*

- Owls and Robins have each been split into two groups alphabetically - A and B.
- *The staff allocated to Robins at Brockham are Mrs Clinging, Mrs Cobbold, Mrs Golliker, Mrs Hitch, Miss Edwards and Mrs Wright.*
- *The staff allocated to Owls at Betchworth are Miss Jones, Miss Morgan, Miss Morris, Mrs Ottaway, Ms Phelan and Mrs Prout.*



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## What about drop off and pick up time?

### BROCKHAM BASE ONLY

	Drop Off	Pick Up	Gate
Robins	9.00 - 9.15	2.45	Main Gate

- To reduce the number of adults outside school, we ask that only one parent/carer drops off and picks up each day.
- Parents/pupils are encouraged to walk to school where this is practical. If this is not the case, we ask that parents 'park and stride' to avoid congestion at the front of school. Volunteers from BERT will be on Wheelers Lane each morning and afternoon to support the school in helping to minimise contact and mixing between groups of pupils and parents.

### BETCHWORTH BASE ONLY

	Drop Off	Pick Up	Gate
Owls	9.00 - 9.15	2.45	Playground gate

- Please drop off and collect your child from the gate which is a little further up the path that leads onto the playground, rather than the gate the children normally use. A member of staff will be there to greet your child in the morning.

## What about safety in school?

- Please do not come into the school office areas at any of the sites. If you have messages or questions please call the school offices or email [info@northdowns.surrey.sch.uk](mailto:info@northdowns.surrey.sch.uk)
- If you think you or your child may have symptoms of Covid-19 infection **DO NOT SEND YOUR CHILD INTO SCHOOL**. If a child feels ill during the day parents will be contacted if staff feel they are not well enough to be in school. **If you have recently changed emergency contact details please ensure you pass this information to the school office.**

I hope this letter, along with attached information, answers any questions you may have had regarding our return on 8<sup>th</sup> June. However, if you have any further queries please do not hesitate to contact us. Thank you for your ongoing support and understanding.

Yours sincerely

Mrs J L Douglass  
Headteacher