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HEADTEACHER
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Your ref:
Our ref:

Date: 28/05/2020

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Dear Parent Carer

Staff and I at Marwood School are preparing for the partial reopening of schools on Tuesday 2nd June. Monday 1st June is Key Worker children only while we have staff training.

At Marwood we only have the staffing capacity to run 3 'bubble' groups: Key Worker / Vulnerable provision, Foundation and Year 1. As I have explained there is a priority order and we are disappointed not to be able to invite year 6 back at this time. I need to give everyone notice that if the number of priority, Key Worker children increases I may need to open another bubble for them and close to year 1. I will give as much notice as possible if this is necessary.

Partial reopening details:

Clothing and items children need to bring:

Children will wear school uniform and need their own labelled and filled plastic water bottle. They should bring a sun hat and have sun screen applied at home before school (+ coats when it rains.) Children should wear practical active footwear to ensure they can take part in PE without the need to change. The guidance is to wash the children's clothes frequently and where possible have fresh clothes each day. Please do not worry if you run out of uniform – or if your children have outgrown it. Please do the best you can.

Children coming in for Key Worker provision will also need to bring 3.5mm headphones, name labelled, to access their online learning.

Arrival times

Please note parents must not come onto the school site without an appointment. Only one adult should bring the child to the gate. Staff will receive the children at the appropriate gate and parents will leave, ensuring social distancing. Year 1 parents will need to leave promptly to allow the foundation parents to access the car park. Everyone will need to take great care of the traffic.

The gate release timers have been turned off; access to the site is controlled by the staff.

Foundation, Year 1 and Key worker school day.

Please stick to these times – do not come early unless you have agreed it with staff. Please wait in your car until the appropriate time. Please note Springfield are not operating their after school care. Staff and I are trying to put something together – in the first instance it will only be for the children of Key Workers.

Class group	Start time	Finish time	Entry / exit
Foundation	8:45	2:45	car park gate
Year 1	8:30	3:00	car park gate
Key Worker	8:30	3:00	lane gate

Children will be taken straight to their classroom to wash their hands – there will not be a 'playtime' at the start of the day. On the first day staff will explain the routines to the children and help them get used to how school looks now. Children in classes 1 and 2 will then have lessons based on the core curriculum (English and maths) with lots of work on being together again and how we can listen to and support each other. Children in the Key Worker

group will have similar social and emotional work and will follow the Oak National Academy lessons. (Please remember they need their own headphones.)

Whenever possible staff will take the children outside around school and on the field – plenty of space for distancing there!

The children will stay in their bubble during lesson, break and lunch times. Staff that work in that bubble will not work in other bubbles and will be socially distant from staff in other bubbles. Classrooms will look different and even the youngest children will sit at separate tables. Children will have their own stationery and will not share. Children should bring the minimum of things to and from school and must not share items. Everything must be easy to wipe clean / disinfect. Staff in the classes will have access to cleaning materials and will regularly clean surfaces through the day.

Each Class group will have their own toilet – children will be allowed to go one at a time.

Foundation will use the Class 1 toilet

Year 1 will use the disabled toilet (light left on)

Key Worker children will use the girls and boys school toilets.

Staff will use the toilets in the hall

Staffing – Please note many of these staff are part time

Group	Staff	Meal Time Staff
Foundation in Classroom 1	Mrs Hume, Mrs Palmer and Mrs Sanders	Mrs Hesketh
Year 1 in Classroom 2	Mrs Mannell, Mrs Green, Mrs Cove and Mrs Argent	Mrs Farmer and Georgie Bartlett
Key Worker in Classroom 4	Mrs Polak (Monday) Mrs Lethaby (Tuesday) Mrs Cohen (Wednesday to Friday) Mrs Bennett and Mrs Nancekivell	Mrs Nancekivell

Lunches

Mrs Rowe is cooking a school lunch each day. It will be a hot meal plated up onto a covered disposable plate.

Desserts will be pieces of fruit or individually wrapped ice lollies or similar. Children will need to bring their own water bottle to lunch. Children can bring a packed lunch.

Foundation will eat in the hall, Year 1 and Key Worker children will eat in their classroom or outside. Each group will have their own 'bubble' meal time staff. There is a timetable for children to collect their meal.

Monday	Tuesday	Wednesday	Thursday	Friday
Beef burger and wedges	Jacket potato, beans and cheese	Hunter's chicken, mixed veg and rice	Pasta bolognaise	Fish and chips
Vegetable pasty		Quorn, mixed veg and rice	Tomato pasta bake	Vegetable fingers and chips

One of the first things we will share with children will be the new behaviours expected in the additions to the behaviour policy. We will use a positive approach to teaching these:

Additional areas for acceptable behaviour around Marwood School:

We expect children to:

- Follow any altered routines for arrival or departure
- Follow school instructions on hygiene, such as handwashing and sanitising
- Follow instructions on who pupils can socialise with at school
- Move around the school following specific instructions (for example, one-way systems, out of bounds areas, queuing, lunch routines)
- Follow expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it')
- Tell an adult if they are experiencing symptoms of coronavirus
- Follow rules about sharing any equipment or other items including drinking bottles
- Follow amended expectations about break & play times, including where children may or may not play
- Use toilets and cloakroom facilities appropriately – only one child in any school toilet at a time.
- Follow clear rules about coughing or spitting at or towards any other person
- Amended rewards and sanction system where appropriate.

Please share these with your child before they come to school. The full Behaviour Policy is available on the school website. www.marwood.devon.sch.uk/governance/policies/

I hope you will be patient with us and your children as we work to starting formal education at school again. Please let us know if you or your child is experiencing any difficulties either by email or phoning the school office.

Years 2,3,4,5 and 6

For the year groups we have been unable to open for or that are not invited back yet please let us know how you are getting on. Your Marwood School contacts during the week are now:

Mrs Griffin sgriffin@marwood.devon.sch.uk Monday, Wednesday and Friday
Mrs Polak rpolak@marwood.devon.sch.uk Tuesday
Mrs May gmay@marwood.devon.sch.uk Thursday

Please note staff will only respond during the working week.

Mrs May is also planning to run some online sessions with groups of children using MS Teams – more details coming soon.

This is an important time for us as a school community and for the country as we do our best to get children's school education restarted. Everyone is working hard and doing their very best. Please do not hesitate to contact me if you have anything you would like to discuss further.

Kind regards

Alun Dobson

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