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4th September 2020

Dear Parents and Carers

In line with the guidance provided by the Department of Education (DfE), I am now writing to inform you of the arrangements for children returning to school on Monday.

PLEASE NOTE: All adults must wear a face mask when on school grounds.

Attendance

In September all children will be expected back in school. The only children who have a valid reason for not attending are those with a serious underlying health concern. If you are not intending to send your child to school in September, you must inform us immediately so that we can discuss this with you.

For your information, the autumn term starts Monday 7th September 2020 (except for Penguins pupils). Half term starts Thursday 22nd October with children returning to school on Monday 2nd November 2020. The Christmas holidays begin on Monday 21st December and children will return to school on Monday 4th January 2021.

Arrival at School

Start and finish times have been staggered to avoid large groups gathering:

	Start Time	Finish Time	Collection Point
Puffins	8:30am	3:15pm	Main Playground – marked Puffins
Hummingbirds	8:40am	3:15pm	Main Playground – marked Hummingbirds
Kingfishers	8:45am	3:15pm	Main Playground – marked Kingfishers
Ducks	8:50 am	3:10	Ducks class playground
Penguins	9am	3pm	Penguins class playground

On arrival, children will immediately enter the school building and go straight into their classroom where they will sanitise their hands and have their temperature taken. Siblings may come in together, but this must be at the oldest siblings start time i.e. siblings of Puffins' pupils would come in at 8:30am and go to their designated classroom.

Collection

There will be a sign on the main playground indicating the parent waiting area for Puffins, Hummingbirds and Kingfishers. Penguins and Ducks parents will wait in their class playgrounds. Staff will be available to direct new parents.

For those families with children finishing at different times, can we please ask that once you have collected from Penguins or Ducks you then wait in the designated class area on the main playground until 3.15 pm when Puffins, Hummingbirds and Kingfishers children will finish. If you have more than one child finishing at the same time, please wait in the designated class area for your eldest child. The youngest child will be directed to you in that area.

Children walking home alone will be allowed to leave first. Thereafter, children will be directed to parents in class alphabetical order. When your child reaches the front of their class line please step forward. Please exit the playground immediately via the large gates into the car park. Whilst there is a marked footpath for this purpose, please keep to single file and be aware that vehicles may be maneuvering in the car park. Children must stay with you and not be allowed to run around or play on any of the outdoor equipment.

Classrooms

- Each class will form its own 'bubble' and children will remain in this throughout the day.
- Class tables will not be set out in rows and teachers will endeavor to ensure they appear as normal as possible.
- Each class will have their own resources which will not be shared with any other class.
- Your child will be able to bring books and resources home; on return, these will be quarantined for 72 hours.
- Children will continue to be supported in their bubble, but may also visit the Owlery for additional one to one support.
- Class break-times will be staggered so 'bubbles' do not mix with each 'bubble' having their own designated out door space.

Lunch Times

- All children will need a packed lunch – either brought in from home or ordered from school through ParentPay in the usual way.
- **Following the recently updated guidance, if your child brings a lunch from home, you are permitted to use a packed lunch box or bag. All we ask is that you ensure that it is clearly labelled on the outside with your child(s) name.**
- All children must bring their own water bottle and a drink for lunchtime.

Protection

- When supporting pupils staff will sit side on rather than facing them.
- Frequently touched areas in school will be cleaned on a regular basis.
- If any child or member of staff feels unwell, they must not come into school.
- The main symptoms of Coronavirus are a high temperature, a new continuous cough and a loss or change to sense of smell or taste. We will continue to keep you updated of any new Government guidance regarding symptoms as they arise.
- If a child has a temperature or has been given Calpol they cannot come into school. Parents must arrange a Coronavirus test immediately and cannot return their child to school until a negative result has been received. If a positive result is received, the child must isolate for 7 days and all family members, including siblings must isolate for 14 days. After the period of isolation, we are aware that some symptoms may still be present e.g. cough, loss of smell or taste, this will not affect children being able to return to school.
- Anyone displaying symptoms of Coronavirus at school will be isolated in the medical room. Parents will be contacted immediately and the child will be supported by a member of staff whilst awaiting collection.
- Parents must arrange a coronavirus test immediately and advise school of the results as soon as they are received. Tests can be ordered online at www.nhs.uk or through the NHS Test and Trace Service telephone number 119.

What to bring

- A packed lunch (if not ordering a school packed lunch) in a named bag or container
- Named water bottle
- Spare shoes or wellies for use on the field when wet – in a named carrier bag.
- Spare clothes (if needed) – in a named carrier bag
- Named Coat/hat/gloves
- Book bag/reading record

What not to bring

- Pencil cases from home
- Toys
- Pokemon/Trading Cards
- Anything not on the list above

Children can bring a school bag if absolutely necessary, but it must not contain anything extra to the items listed above. Spare shoes and spare clothes can remain on their pegs.

What to wear

Children will be expected to return to school in September wearing standard school uniform. For a list of permitted uniform and PE kit please refer to the school website <https://pulham.norfolk.sch.uk/school-uniform/> Guidance from the DfE states that uniform does not need to be washed more often or differently to normal. However, we would advise that it is washed at least twice a week.

Please note - On PE days children will be asked to arrive at school wearing their PE kits. PE sessions will commence week beginning 14th September as follows:

- Monday - Hummingbirds
- Tuesday - Puffins and Kingfishers
- Thursday – Ducks

If you have any difficulties in affording uniform, please do let us know as we can provide assistance. We also run second hand uniform sales throughout the year.

Curriculum

We will be teaching our normal, broad and balanced curriculum throughout the year. We will be assessing any learning gaps and addressing these as needed through Quality First Teaching.

We will endeavor to maintain social distancing, but our primary aim as always, is to maintain the safety and wellbeing of both pupils and staff.

School Office

The School Office will be open daily during normal school hours however, can we please ask, that where it is feasible to do so, you contact us directly by telephone on 01379 676313 or email us at office@pulham.norfolk.sch.uk with any updates that you need to make us aware of.

I appreciate this is a lot of information to absorb. Please do not hesitate to get in touch if you have any concerns or questions using my email address below.

I hope you have all had a safe and happy summer holiday; we look forward to welcoming all the children back to school on Monday.

Kindest regards



Simone Goddard
Headteacher

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