



Nethercroft Meadow,
Lower Chaddesley,
Kidderminster,
Worcestershire
DY10 4QN
Tel: 01562 777312
Fax: 01562 777412
email:

office@chaddesleycorbett.worcs.sch.uk

Headteacher:
Mrs. E. James

www.ccschool.co.uk



CHADDESLEY CORBETT ENDOWED PRIMARY & PRE-SCHOOL

19th May 2020

Dear Parents and Carers,

I am writing today to give you the latest information we have available about making school ready for Nursery, Reception, Year 1 and Year 6 to return to school in the first week of June. The Government will 'review the latest science' next Thursday. This means the final decision on further opening will be made on 28th May. If the evidence does not support further reopening, it will be delayed. School continues to be open to key worker children as it is currently.

If the government announces, during the school holiday, that schools are to open in the first week of June as is currently hoped, we will open to pupils on **Wednesday June 3rd**. Government guidance has continued to state that schools need to open **when they are ready to do so safely**. We will hold two consecutive TED days on June 1st and 2nd in order to prepare the environment and train staff on the new health and safety requirements as well as practical arrangements for pupils, go through rotas, risk assessments and ensure that everyone has a shared understanding of how, why and when things will happen. We will **cancel** the TED day scheduled for June 19th and school will be open to pupils that day.

We have been working very hard in preparation for opening and I can share with you some of the practical considerations that have become necessary. We are extremely lucky here that we have so much beautiful space around school, so feel that we won't need to stagger entrance times because we can ensure separate entrances for each group. Please be aware that each class will be split into groups of no more than 15 children. This is to reduce mixing. Current guidelines are that *within each group, social distancing is not appropriate for small children*. Year 6 can be separated in class and will be reminded during recreational activities but owing to the nature of children, it will be unlikely to be adhered to consistently.

We will have prepared the site

- 1) Health and safety checks will have all been completed
- 2) Classrooms will be prepared so that equipment used can be cleaned easily and soft furnishings will be removed
- 3) We will have designated entrances/ exits for each pupil group
- 4) We will have designated separate play areas for each group
- 5) We will have marked the entrance area with 2m markings so that if parents need to queue to speak to Mrs Burgess they can do so safely
- 6) We will have designated toilet and washing areas for each group

We will have prepared enhanced cleaning and hygiene

- 1) We will ensure regular handwashing throughout the school day
- 2) We will ensure that children 'catch it, bin it kill it' if they sneeze or cough and will place lidded bins with each group
- 3) We will ensure plenty of soap and handwashing facilities
- 4) We will ensure that first aiders and anyone administering intimate care has sufficient PPE
- 5) We will ensure a good supply of tissues in each group
- 6) We will ensure that equipment is cleaned regularly
- 7) We will ensure that touchable surfaces are cleaned regularly

We will minimise movement around school

- 1) We will ensure that each group uses a single entrance and exit
- 2) We will ensure that outdoor space is designated to one group and used as much as possible during the day
- 3) We will ensure that each group only has one access/exit point to the toilets and designated cubicles solely for their group
- 4) School leaders will present assemblies in classrooms from a distance greater than two meters
- 5) Lunches (packed option only) will be served to pupils in their classrooms

We will ensure minimum mixing within school

- 1) Pupils will stay in their designated groups of no more than 15 pupils at all times
- 2) Pupils will play in their designated area at all times
- 3) After school club will only be available if we can safely keep children within their designated group
- 4) Staff supervision will be as consistent as possible, if change over required it will be for as extended period as possible with same staff
- 5) School leaders visiting classes will socially distance whenever possible
- 6) Parents/ carers waiting at the end of the day will be asked to keep socially distanced and posters will remind them to do so
- 7) We would ask that for everyone's safety, parents avoid coming into the school building if at all possible and ring or email if able. Appointments **can** be made but will need authorising so that we can make necessary arrangements.

School leaders will review Health and Safety every day and during each day

- 1) Any child who starts to show symptoms will be cared for and distanced until collected by parents- the entire group's parents will be informed by text.
- 2) If a group has a pupil showing symptoms, the whole group will need to stay away until the symptomatic child has been tested. If negative everyone can return, if positive then a return date will be set by the school.
- 3) Every day we will review all our safety measures
- 4) We will keep **all** parents informed on a weekly basis data relating to school, including number of families and staff self-isolating, number of tests carried out and if we have any confirmed cases. This will ensure that parents can continue to make decisions which are pertinent to their own family situation.

All of the bullet points above have been planned in great detail and a comprehensive risk assessment carried out. Please trust that we will do our utmost to serve every family as best we can. We will make school as safe as we can. We can minimise but not eliminate risk so you must make your decisions based on your own family considerations. Please let us know so we can accommodate all returners. If you decide at a later date to send your child, we ask for a week's notice so that we can ensure staffing levels are correct. We would of course love to see all children back. For those parents and carers who have children in those year groups, an email will come from the class teacher saying which group your child is in. We can't list names of children but will say group a or b. It will also say drop off and collection point.

I hope that this letter helps give some clarity. Apologies that it is so long! I will write again at the end of the week.

Kind regards,



Emma James
Headteacher