



HOOK JUNIOR SCHOOL

Full Opening to all Pupils on 7th September 2020

17th July 2020

Dear Parents and Carers,

I am pleased to be able to provide clarification for school opening in September. On 2nd July 2020, the Department for Education (DfE) released guidance to schools that states:

'It is our plan that all pupils, in all year groups, will return to school full-time for the beginning of the autumn term'.

We are delighted that we will be able to have all of our children back at school, full-time in September. Although all children can return there will still be measures that we must maintain under DfE guidance, to cater for the continued exceptional circumstances we all find ourselves in. This will mean many differences to how the school operates, but please be assured the arrangements are in place to protect the health and safety of all in our community.

I have been very impressed by the children who have regularly attended school and also by them when they have visited their teacher for September. They have adapted brilliantly to the change in environment, movement around the school and enhanced hygiene measures. They understand the importance of these changes for themselves, their families and staff and I am confident that all who join us full time in September will equally be as responsible

Rationale for opening for full time return of all children

Our actions are determined with health and safety of children, staff, parents and members of our community as priority, all reasonable adjustments are made to cater for this.

We will be taking a measured, cautious approach and whilst the school will be fully open for all children we will not be immediately operating all aspects of school life. The Government requires us to plan for full return whilst also planning for any potential future lockdown of a 'bubble/class' or the whole school.

For our children we will provide high quality education, clear routine, structure and build on children's independence and resilience so that they thrive and progress. Any adjustments put in place will aim to:

- Limit the contact between adults and children
- Limit the contact between classes (bubbles)
- Maintain social distancing measures between those in school wherever possible
- Minimise potential for contamination so far as is practicably possible

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- Limit adults, other than staff and necessary contractors on site.

Systems of Control - cleanliness, hygiene and social distancing

As school has been operating during lockdown and recently, widely opened for more of our children we will maintain the following system of controls (already in place) in order to deliver on our curriculum, whilst reducing risks, preventing spread in the school and creating a safe environment.

We will apply the following measures at all times.

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) Clean hands thoroughly and more often than usual - Children and adults will wash their hands regularly: upon entering school, before and after break and lunch, after going outside and before leaving at the end of the school. Classes will be provided with cleaning equipment, tissues, wipes, sanitiser for adults and children's use.
- 3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. Internal doors and windows (weather permitting) will remain open to increase ventilation and reduce touch points.
- 4) Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.

Where possible we will:

- 5) Minimise contact between individuals and maintain social distancing - We will continue to operate one-way routes within school buildings, with corridors and routes marked accordingly.

In specific circumstances, for example during medical treatment staff will:

- 6) Where necessary, wear appropriate personal protective equipment (PPE)

Please be aware that any of the following arrangements will be subject to review at autumn half term or earlier as determined by DfE guidelines, health and safety advice or if we deem it necessary for the operation of the school.

Please be assured that the health and safety of the children, staff, parents and community is at the forefront of all considerations. However, some arrangements may still be subject to change and adaptation depending on circumstances over the summer holidays and at the point of opening on 7th September.

I trust that this provides you with reassurance and confidence that we are well prepared to welcome your child/ren back to school and very much look forward to doing so. In the meantime, I wish to sincerely express my gratitude to you all for your fantastic efforts with home schooling, your support of the school and the many adaptations we have had to make and will need to continue to make for some time.

I do hope you get to relax and have a break over the summer holidays.

Yours sincerely

Mrs L Martin

Headteacher

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Assessment including Year 6 SATs 2021

We want children to catch-up with their learning as quickly as possible, in particular with maths, reading, writing, vocabulary and spelling. Assessment of their learning in lessons and with some testing in the first two weeks will provide us with a benchmark to plan and target future learning. Curriculum planning will be informed by an assessment of children's starting points and addressing gaps in their knowledge and skills.

At present the Government intends for Y6 to undertake SATs in 2021 and we will do all we can to prepare Y6 children.

We are advised that the DfE will provide a one-off grant to state funded schools to support with catch-up programmes, we await confirmation and guidance on this.

Attendance for all children – mandatory

Now circumstances have changed it is vital for all children to return to school and school attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Children must be in school unless a statutory reason applies (for example, a leave of absence has been applied for at least 10 days in advance and has been approved, if a child is unable to attend because of sickness or is absent for a necessary religious observance etc).

Punctuality - We will be applying our Attendance policy (add web link) which also requires us to record lateness. It will be very important, especially given the staggered starts that children arrive at school on time for their class registration. This will be monitored on a daily basis.

Behaviour

Our updated Behaviour Policy is being updated and will be available on our website for you to view in September. We will be re-establishing our expectations with the children, in particular making them aware of changes in behaviour we are all making to limit the risk of the virus (movement around the school, hygiene, distancing etc).

We acknowledge that some children may be adversely affected by experiences over lockdown and/or lack of routines of regular attendance at school and the structure and routine and

discipline education provides. We are prepared for this and will deal with children and parents/carers on an individual basis to support children's social, emotional and mental wellbeing.

Children's Equipment

PE Kit

PE kit and trainers in a bag on a Monday, leave it in school for use during the week and take it home on a Friday to be washed. All items of kit are to be named.

School bags

One small rucksack or bag may be brought in with all contents placed inside the bag (named water bottle, fruit or vegetable snack, packed lunch).

Snacks and lunch

Playtime snacks – children are to have only fruit or vegetables as a playtime snack

Lunches – we encourage you to opt for packed lunches in disposable wrappings or containers. We will be operating a staggered lunchtime with children remaining in their classes (bubbles) to eat their lunch. All children in receipt of free school meals will be provided with a catered school lunch. After lunch, tables will be cleaned in time for lessons.

Class arrangements

Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group. We will refer to Government described 'bubbles' as classes. Maintaining distinct groups or 'bubbles' that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.

Children will be seated at desks laid out in rows facing the front of the class.

Children will remain with their class for lessons, for playtime and lunchtime; they will not be permitted to mingle with children from other classes for any activity.

All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. Where staff need to move between classes and year groups, they will try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults.

Clubs, Peripatetic Music, Trips, Visitors, Events, Volunteers

Our priority in the first half of the autumn term is to settle the children, establish routines and focus on their learning. We will be taking a cautious approach and gradually introduce wider school life, building up provision over the course of the year, as is appropriate for the operation of our school within the remits of relevant health and safety guidelines.

We will maintain children within their classes, not to mix with other groups. Therefore, we will not be operating any school-based clubs, learning events, learning consultations, peripatetic music lessons. We will also not be participating in any residential trips, day trips, or inviting in school visitors, volunteers/parent helpers and workshops for at least the first half term. This will be reviewed at half term in line with any changes in guidance at that time.

Curriculum

We are looking forward to having our children back in school in lessons being enthused by learning. The key principles that will underpin our curriculum planning remain as follows:

- education is not optional: all pupils will receive a high-quality education that promotes their development and prepares them for the opportunities, responsibilities and experiences.
- the curriculum remains broad and ambitious: all pupils will continue to be taught a wide range of subjects. However, modification of our curriculum will be made to our curriculum for academic year 2020-2021 and to timetabling and emphasis for at the start of the year, so teaching time and subject content is prioritised to address gaps in pupils' knowledge. We will be allocating additional curriculum time to reading, writing, maths, spelling and grammar with the aim of gradually returning to the school's normal curriculum content by no later than the summer term 2021.

Our Curriculum planning will continue to be informed by an assessment of pupils' starting points and addressing the gaps in their knowledge and skills, in particular making effective use of regular formative assessment (for example, observing pupils in class, talking to pupils to assess understanding, scrutiny of pupils' work) and where we deem it necessary to further inform teacher assessment, we will use testing.

Drop off and collection

As we are operating 15 classes (bubbles) and managing approximately 440 children it is essential for us to maintain staggered start and end times to the school day, in line with DfE guidance. With such large numbers we must limit contact between individuals and crowding on school grounds. The system we currently operate has been very successful, children have adapted to it extremely well and been confident and independent when entering school. Given such large numbers of children and siblings now being separated into class bubbles, we are aware that there may be different start and end times for some parents and carers. We ask for your patience and understanding to stick to the timings provided for your child's class to keep everyone safe.

Unfortunately, we cannot cater arrangements for drop off and collection to suit individual needs, and we appreciate that this may be a source of frustration for some of you. The system is designed with the whole school in mind and we all have a part to play in making it work. If there are any significant difficulties for you, please contact us via the school office to discuss your situation and determine a solution.

Pupil access to the school for drop off and collection will be via x3 pedestrian gates:

Gate A – Opposite school reception (Hartlett's Park)

Gate B – Pedestrian gate to community centre car park

Gate C – Playground gate (Mitchell's Field)

Class	Entry to School Time	Exit from School Time	Gate
Year 6			
6KB (Miss Baker)	8:30	3:00	A
6TC (Mr Colebrooke)	8:30	3:00	B
6EM (Mrs Murray)	8:30	3:00	B
6CF (Mrs Francis)	8:30	3:00	C
Year 5			
5RF (Miss Foy)	8:40	3:10	A
5KB (Mrs Barnes)	8:40	3:10	B

Class	Entry to School Time	Exit from School Time	Gate
5RB (Mrs Boardman)	8:40	3:10	C
Year 4			
4JH (Mr Hall)	8:50	3:20	A
4HR (Mrs Roberts)	8:50	3:20	B
4IS (Miss Scarr)	8:50	3:20	B
4HG (Mrs Hilton)	8:50	3:20	C
Year 3			
3LO (Miss Orchard)	9:00	3:30	A
3JB (Miss Bowyer)	9:00	3:30	B
3LE (Miss Evans)	9:00	3:30	B
3OC (Miss Crowley)	9:00	3:30	C

We need your support to ensure that the following procedures are followed:

Only one parent/adult drops off and collects at any one time to reduce numbers and queuing at social distance at the school gates.

Any adult dropping off and collecting must remain outside of the school gates and will not be allowed to enter the school grounds to do so. Adults are kindly requested to operate **'drop/collect at the gate and go'** at the gates and not remain at the gates after drop off and collection where there is limited space.

Drop off and collection is to be made on time, at the school designated school gate for your child's class.

Staff members will be on duty at each gate to manage safe pupil access to the school site. Staff members will also be on site to greet and manage children to their classes.

If you hold a disability badge, please contact Mr Grant to make arrangements for you to drive on site.

Parent and School communication

Whilst we understand and would usually welcome parents and carers into the school grounds, we will maintain our current system and politely request that all parents and carers remain outside of the school boundaries. Access to the school site/building will not be permitted without prior agreement.

If you need to contact the classteacher you can do so via Seesaw (but please be aware that teachers are committed to teaching their class during specific times of the day) or by telephone or emailing the school office.

Seesaw will be our platform for Home School Communication and will replace Home School Communication books.

Playtimes

The playground and field will be zoned to cater for individual class zones for outdoor lessons, class playtimes and outdoor lunch (weather permitting).

Children will not be permitted to play beyond their class zone and mix with other classes (bubbles). Where possible, they will be encouraged to socially distance as best they can within their play zone.

Physical activity

We value the positive impact of PE on children's physical and mental health and will continue to deliver the PE curriculum whilst following the measures in our system of controls. Pupils will be kept in classes, sports equipment thoroughly cleaned between each use by different classes, and contact sports avoided.

Outdoor PE will be prioritised where possible, and the hall used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene. We will maintain activities such as active miles, making break times and lessons active and encouraging active travel to and from school help enable pupils to be physically active while encouraging physical distancing.

Remote learning

Once children return to school we will provide you with a home learning (homework) timetable. Seesaw has proven to be a successful platform over lockdown and will be used to deliver all home learning for children to complete at home, to support learning taking place in classroom.

If, in future we face class/bubble, local or national lockdown, Seesaw will remain an essential component in the delivery of the school curriculum for children educated at home.

Uniform

We are proud of our school and the uniform reflects that pride. It plays a valuable role in contributing to the ethos of a school and setting an appropriate tone.

All children will be expected to wear full school uniform and school shoes in line with our policy. Trainers are not permitted as appropriate school shoes, they are only to be worn for PE and sport. Long hair is to be tied back with simple hair fastenings that are not ornate.

According to DfE guidance, uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.