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|  | ***Twiss Green Community Primary School*** |
| **Tel: 01925 762346****Fax: 01925 767885****E-Mail:** **twissgreen\_primary@warrington.gov.uk****Website:** [**www.twissgreen.net**](http://www.twissgreen.net)**Headteacher: Miss L A McGann, BEd (Hons)** | **Twiss Green Lane****Culcheth****Warrington****Cheshire****WA3 4DQ****Chair of Governors: Mrs A Platt** |

Wednesday 10th June 2020

Dear Reception Families,

As you know, we are working towards the safe introduction of Reception children back into school beginning on Monday 8th June. Thank you so much for your input into helping us make this decision. We are bound by certain prerequisites from both Government and Local Authority and, as a result, we have to have the full year group back, full time on the same day. I am sure you can imagine this isn’t necessarily the way we would organise things as teachers!

The children will be divided into two ‘Bubbles’ of 15. I have decided to do this by age because, generally speaking, the needs of the older half of children are a little different from the needs of the younger half. Within each ‘Bubble’ of 15 will be 3 ‘pods’ of 5 roughly based on friendships. The older children will be in the outside classroom with Miss Dunn: the younger children inside with me.

I will issue a time of arrival and pick up to each pod. This will be staggered by 5 minutes per group. Please observe Social Distancing rules whilst in the school grounds and teach the children how to do this too. It is important that they stay by your side and don’t touch any of the equipment that might be around. This includes younger siblings. There will be 5 markers at the doors to the inside and the outside classrooms, spaced at least 2 metres for you to line up. Please help us to teach the children how to do this. I’m afraid we have to encourage you to leave the grounds as quickly as you can, observing Social Distance. Government documents talk about the parent to parent contact being a risk factor.

We will welcome the children and ask that they hang up their coats, wash their hands and go and sit in their designated place in the classroom where there will be an activity ready for them to get on with. We have made a separate ‘wash station’ and cloakroom in the outside classroom.

The classrooms have been divided into ‘zones’. Each pod of 5 will be encouraged to stay within their own zone, which will be marked with coloured tape on the floor. Each child will have a tray of their own resources, pencils, crayons a rubber and their own books etc on their table. Tables are spaced at least 2 metres apart and no children are facing each other directly. They can keep their water bottle with them too to avoid handling one another’s. There will be a shelf of resources, such as counters, construction toys, role play etc that are just for their ‘pod’ to play with. These will be sterilised in Milton every evening and only 5 children will have access to them. Children will be allowed to play with these between learning activities and will be allowed to move around in their zone whilst playing, without getting too close to one another.

Because the children will not be moving around as much, or having PE lessons, we plan to have 5 playtimes outside each day. Please keep everything crossed for dry weather! Again, children will stay in their pod of 5 and have a designated area to play in. We will provide some toys for each pod and these too will be cleaned at the end of each day. During playtime children will be encouraged to go to the toilet. This will be supervised by a teacher or teaching assistant on a ‘one in, one out’ basis. We only have 2 toilets but will designate one for each bubble of 15. You might like to teach the children how to flush the toilet with a piece of tissue so that they are not touching the flush button. Similarly, the doors don’t have locks and are ‘saloon’ style so the children can minimise their touch by using a foot to open and close the door. We will encourage the use of the urinals because the children don’t then have to touch a door or flush. Handwashing at these times will be supervised and we have found it a good time to practise the alphabet and counting skills!

Whilst Miss Dunn and I supervise the children, the Teaching Assistant will be cleaning around surfaces in both classrooms and toilets. (Separate kit of course). Anyone cleaning is required to wear some PPE (gloves and apron) and our classroom waste has to be decontaminated for 3 days before we can put it into the bins, double bagged.

During the morning we plan to work through Phonics, play out, sentence writing, play out, maths, lunch, play out. In the afternoon reading, play out, creative/understanding the world/personal and social, play out, get ready for home time.

The children will not need PE kit, but it will be useful to have a few layers of clothes. Please observe weather forecasts. Classroom windows and safe doors will be open all the time for maximum ventilation. It might feel draughty, but at the same time it can get quite warm inside on some days. I would recommend a fleece layer as well as the usual t-shirt and jumper/cardigan and a thin waterproof if you have one. Uniform is a little more relaxed because the priority is that the children have fresh clothes each day to prevent cross-contamination.

Lunch is to be served in the classroom. It will be a packed lunch provided by school, but of course you can send in your own. The same 3 adults will supervise the children, giving each other breaks. We have our own mini staffroom and designated toilet so that adults are also staying in 3 distinct bubbles and not mixing.

As per Miss McGann’s letter, we will be asking you to collect the children after lunch on Friday, between 12:30 pm and 1:55 pm. This is the only way we could think of to give the teachers their planning, preparation and assessment time as well as deep cleaning all the classrooms.

If any child becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste of smell (anosmia), they must be sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus (COVID-19) infection guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance).

If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. Ideally, a window should be opened for ventilation.

Children and staff in that bubble are expected to stay in school unless the person tests positive for COVID-19 - at that point they should be asked to self-isolate in line with the guidance and if they become symptomatic they can book a test online.

Whilst we are not able to ask you to keep the children at home for anything other than the 3 named symptoms, can I ask you to be aware of all the symptoms of coronavirus and be cautious about sending in children who might have any of the other symptoms:

The most common symptoms of COVID-19 are

fever,

dry cough,

rash on skin

tiredness,

aches and pains,

nasal congestion, (I have heard some people describe normal cold symptoms of runny nose)

headache,

conjunctivitis,

sore throat,

diarrhoea,

loss of taste or smell

discoloration of fingers or toes.

These symptoms are usually mild and begin gradually. Some people become infected but only have very mild symptoms.

(World Health Organisation)

During the first week in June, once the classrooms are set up, we will share videos with you, to prepare the children for the changes. As you will be aware, the Government are currently proposing that we welcome all the children back to school in July. If this is to go ahead, clearly a different set of systems will need to be in place.

Finally, thank you for all your patience and support during this time.

Yours sincerely,

Mrs Fuller and Miss Dunn.