



Great Bradfords

INFANT AND NURSERY SCHOOL

Headteacher: Mrs Anita Easton

21st July 2020

Dear Parents & Carers

Re: September 2020

As we all prepare for the summer break, I would like to say an enormous thank you to the children, parents, carers and staff for making the last few months at school, successful and safe for all. Many of you will be wondering what September will look like, even more so if your child has not been in school since 20th March.

I intend to give you all, as much information as possible, regarding coming back to school in the Autumn term. As always, this information may change over the summer as the government amends the measures they have told schools to put in place. I will write to you again at the end of the summer with any changes that may happen.

Our success will be reliant on all children, parents, carers and staff following the new rules we have in place. Hygiene has been, and still is, one of the most important keys to successfully reducing the risk of coronavirus. Keeping this practise going over the summer is vital for everyone's wellbeing:



All of the children know their new classrooms, teachers and learning support staff for September. We are keeping the one-way system in place to minimise the contact families have with each other when bringing children to school and picking up.

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Marlborough Road, Braintree, Essex CM7 9LW
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The government has made it clear that all children are expected to return to school in September. This means that all rules and expectations regarding attendance will be back in place.

It is essential that children only come to school if they are well and NOT displaying any of the symptoms of Covid 19 or NOT tested positive in the last 7 days:

- high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

For more information, read the further [guidance on symptoms](#).

If anyone in the school becomes unwell, they will be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

Any child that becomes unwell, will be isolated from the rest of their class/bubble while they wait to be collected. Staff supervising the child may have to wear PPE in order to keep themselves safe.

All children will stay with their own class at all times. This means that groups of 30 will be in each class. Children will be spaced out as much as possible and movement in class and around school will be kept to a minimum. Playtime for children in years 1 and 2 will be staggered to avoid classes mixing together. PE will be outside, whenever possible. One PE lesson a week for years 1 and 2 will, be in the hall, one class at a time. The hall will be cleaned between use. Reception and year 2 will eat in the hall. They will only sit with the children in their class. Year 1 will eat in their own classrooms. Their lunch will be brought to them. Children in reception will share the outside area and this will be available for them to move freely in and out of for a large part of the day. When inside they will be in their own class bubble. Outside, they will be within their year group bubble. This is important in ensuring the full curriculum offer is available to all children.

All children will be expected to wear school uniform, including appropriate footwear. Jewellery, apart from a watch and/or stud earrings, may NOT be worn. Children should NOT wear nail varnish and/or make up either. Once the children are back in school, you will be told which days are their PE days. On PE days, children should come to school in their PE kits and they will

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remain in these all day. On a PE day they may wear trainers, however, these will be removed for dance lessons in the hall as we prefer indoor PE to be done in bare feet.

A free school lunch is available to all children in reception, year 1 and year 2 and can be ordered each day. The full menu for September is on our website: <https://www.gbins.co.uk/>

Children may bring a book bag to school, coat, sunhat (depending on the weather) and they MUST have a named water bottle to drink from in class. The fountains in school will NOT be in use.

Parents and carers will not be allowed to enter school or have long chats with staff on the door in the morning. If there is something important you wish your child's teacher to know, please call the office in the morning on 01376 326891. The office is open from 8.00am to 4.00pm. At all other times a message may be left on the school answer phone. Messages may also be emailed to the office: admin@gbins.co.uk.

No child will be allowed to use any of the outside climbing equipment before or after school. You are expected to supervise your child(ren) at all times. This will be used during the day by class bubbles and cleaned in between use.

When children come in to school they will be expected to wash their hands. Staff will encourage regular hand washing throughout the day. All children will have their own, named pack of equipment. This will include coloured pencils, writing pencil, glue stick, scissors, whiteboard, whiteboard pen and rubber. They do not need to bring any of these things in from home.

Please see the notes below for individual year groups. Note the start and finish times as these may be slightly different to before. If you have children in more than one year group, we are happy for both children to be dropped or picked up at the same time. However, we do ask that only one adult, where possible, comes on to the school site.

NURSERY

- Please enter the school through the green gate on Marlborough Road. This is to the left of the school as you look at it from the main road.
- Follow the slope and walk to the left, towards nursery (this is signposted).
- A member of staff will be on the gate to welcome your child and encourage them to say good-bye to you on the door. This may be a little daunting at first but stay positive. It will work once they realise how lovely nursery is. I would like to reassure you that if your child was distressed in school, we would always contact parents/carers. However, we implore you to remain positive and talk positively about this good-bye over the summer.
- Once you have said good-bye walk through the wooden gate on to the main playground. You will follow the playground round, to the left and exit through the wooden gate in the corner. From here follow the path round and stay on the pedestrian path to the right of the main drive.

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- Please try to keep moving to prevent unnecessary congestion on the playground for other parents/carers dropping off and/or picking up.
- You will follow this same path when picking up at the end of the day.
- If you are picking up or dropping off in the middle of the day eg: after a morning session or for an afternoon session, please wait at the top gate and a member of staff will come and open it for you. As the rest of the school is in progress you will have to go back up the nursery path after pick up/drop off.
- Nursery times are:
AM learning session is 8.45-8.55am (drop off) to 11.45am
PM learning session is 12.30pm to 2.55-3.10pm (pick up)
Lunch club is 11.45am to 12.30pm
It is essential that timings are strict to help children settle. Children arriving late often find it difficult to settle and also have a negative impact on other children in nursery.

Reception

- Please enter the school through the main blue gate on Marlborough Road and walk down the drive heading towards the car park. Vehicles will not be allowed to move on site during this time but please ensure your child walks with you as an extra precaution.
- Enter the reception through the double gates on to the reception playground.
- Walk your child round and up to the top of the steps and encourage them to go in to class with their teachers.
- Parents/Carers then walk down the slope and out the small gate adjacent to the school building. From here, you will be able to join all other parents/carers exiting school, walking up the pedestrian path adjacent to the drive.
- Stay positive when you drop off. We know you will be a little worried about them not knowing anyone but lots of the children are in the same situation. Your positive words and behaviours will make them feel happier about saying good-bye.
- If your child were to be very distressed during the day, then please be assured that we would contact you.
- Reception times from Wednesday 9th September are:
Woodpecker class
8.35-8.45am drop off
2.40-2.50pm pick up
Robin class
8.45-8.55am drop off
2.50-3.00pm pick up

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Kingfisher class

8.55-9.05am drop off

3.00-3.10 pick up

Year 1

- Please enter the school through the green gate on Marlborough Road. This is to the left of the school as you look at it from the main road.
- Follow the slope and walk down on to the main playground.
- Walk straight down towards the Year 1 classes, keeping to the left (parallel with the nursery path).
- Please take your child to their class and say good-bye to them on the door. Stay positive and they will be fine.
- Once you have said good-bye. Walk back the way you came and turn left at the corner of the school building. Walk past the Year 2 classes to the wooden gate in the corner. From here follow the path round and stay on the pedestrian path to the right of the main drive.

- Year 1 times are:

Wagtail

8.35-8.45am drop off

2.40-2.50pm pick up

Owl

8.45-8.55am drop off

2.50-3.00pm pick up

Swift

8.55-9.05am drop off

3.00-3.10 pick up

- Please try to keep moving to prevent unnecessary congestion on the playground for other parents/carers dropping off and/or picking up.
- You will follow this same path when picking up at the end of the day.
- It is essential for the smooth operation of the school that parents/carers are on time for drop off and pick up.

Year 2

- Please enter the school through the green gate on Marlborough Road. This is to the left of the school as you look at it from the main road.
- Follow the slope and walk down on to the main playground.
- Walk straight towards the year 2 classes.
- Please take your child to their class and say good-bye to them on the door. Stay positive and they will be fine.

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- Once you have said good-bye. Walk towards the wooden gate in the corner of the playground by Kestrel classroom. From here follow the path round and stay on the pedestrian path to the right of the main drive.
- Year 2 times are:
 - Kestrel**
8.35-8.45am drop off
2.40-2.50pm pick up
 - Eagle**
8.45-8.55am drop off
2.50-3.00pm pick up
 - Hawk**
8.55-9.05am drop off
3.00-3.10 pick up
- Please try to keep moving to prevent unnecessary congestion on the playground for other parents/carers dropping off and/or picking up.
- You will follow this same path when picking up at the end of the day.
- It is essential for the smooth operation of the school that parents/carers are on time for drop off and pick up.

There will be arrows on the playground and fences around school, supporting parents/carers with the directions they will need to follow. Staff will also be available to guide you, whilst you get used to things.

If your child has a bike or scooter that needs to go in the bike rack, they will need to come down the path towards nursery, place their bike in the rack, then continue down the nursery path, through the gates and up past the year 1 classes. I know that this may appear to be the long way, but there will be too many people coming through the top gate for children to go back up the path.

Unfortunately, we will not be able to let parents/carers or siblings use our toilet facilities in school. Toilets are restricted to the children within a bubble or staff employed at this school. Our children will only be allowed to use the toilets attached to their classrooms.

Any essential visitors on site will be asked to use the anti bac in the entrance and complete a sign in sheet. We ask that parents/carers contact the office via email or phone and only come to the office, in person, if it is absolutely necessary. There is a letter box on the main door of the school building for any paper work.

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Unfortunately, the car park will not be available for disabled parents/carers during drop off and pick up. Vehicles will not be allowed to move on or off site between 8.30-9.15am and 2.30-3.15pm. Nobody will be allowed to park in front of the school gates at any time. If you need the disabled parking facilities, because you are a blue badge holder, please notify school and we will let you know the alternative arrangements that will be in place.

If you use childminders or other before/after school providers, please ensure you have shared this information with them. We are happy to be flexible with collection times in these cases but written permission must be received from you before any changes can be made.

Breakfast club will be available from Monday 7th September at 7.30am for children in reception, years 1 and 2. You will need to book in advance by contacting the office, by the Thursday of the previous week. Only children booked in may attend as numbers will be restricted.

I know that this is a lot to take in so do keep coming back to the letter to check information. Mr Newbold, Site Manager, Mrs Farr, Deputy Headteacher, and I will be on the gates in the morning to help you navigate your way around school.

Most important of all is that you all have a wonderful summer. Relax, stay safe and enjoy your time with your children and let's hope the sun shines! We look forward to seeing you all again on Thursday 3rd September. Nursery parents have been notified separately of the return to school date.

If you have any further questions, please email the office admin@gbins.co.uk or phone on 01376 326891.

Best wishes,

Mrs Easton
Headteacher

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