LEIGH

Primary School

The Green, Leigh, Tonbridge, Kent TN11 8QP

Telephone/Fax: 01732 832660

Tuesday 3rd November 2020

Dear Parents and Carers,

I hope you and your families had a wonderful half term break.

Given the recent announcement from the Government regarding the national lockdown from Thursday, the DfE have updated its guidance for schools and I wanted to update you on these and the changes we will need to make as we go forward towards Christmas.

Firstly, the government are adamant that schools will not be closed throughout this period. I am planning for us to remain open throughout the winter and spring and, although we do have plans in place should we be forced to close, my focus is on keeping the school open and making it as safe as possible for all who use it.

Each class group will continue to remain, as much as is practically possible, a separate entity and the children will not be grouped or play or interact with children from a different class group. This means that whole school events such as assemblies and whole school singing events cannot take place. However social distancing **within** each class group will simply not be possible as young children will naturally and automatically interact with each other and with the staff in a way that prevents this from being achieved over a sustained period of time. It is important to be clear with you that it is not my intention to attempt social distancing between pupils and staff **within** their class group but that, by remaining in their class groups, the number of different people the children come into contact with on a daily basis will be dramatically reduced.

There are a few reminders here about the precautions we are taking and also a few new bits of information so please do read through everything carefully:

1. Staggered start and end times will continue until further notice and we will continue to use The Green for collection and drop off. Please ensure the children are using their wellies when on The Green and, where possible, that school shoes remain in school. Break times and lunch breaks will be staggered across the school and will be administered on a rota basis which will be internally organised.
2. Children and adults will wash their hands thoroughly with soap at the end of every lesson and upon arrival in the morning for at least 20 seconds. A child's temperature will be taken if they say they are feeling unwell by a member of staff using a non-contact thermometer.
3. All equipment will be wiped down at the end of the day and our new Fogger Machine will be used to disinfect chairs, tables and other equipment.
4. Please could I encourage you to wear face coverings when dropping off and picking up your children from The Green. This will help protect you and your families, especially if the weather is wet and groups are congregating under umbrellas or trees.
5. You are free to make appointments to speak with your child's class teacher over the phone or via email. Face to face contact should be limited to exceptional circumstances when information needs to be passed in an emergency. Please only come into the school building when strictly necessary and only by appointment. **Please note that the school office will continue to be closed throughout this time although you can make contact with the school office via telephone or email.** When dropping children off and collecting them please observe 2 metre distance from other parents. Please could we also request that only one parent drops and collects a child and that, where possible, this is the same parent each day.
6. I'm afraid that most clubs will continue to be suspended with a few exceptions where clubs can run as class bubbles. Further information about clubs that are running will be sent out separately. Music lessons will continue as normal.
7. Children may continue to bring in a snack and a drink with them as normal but may I remind everyone that we also have plenty of free fruit at school for the morning break. The children may also bring in stationery from home should you wish but there will continue to be plenty of equipment for the children to use in their classrooms.

If any member of your household develops symptoms then you should self isolate and book a Covid test as soon as possible. If the test results are negative then your child can return to school immediately (as long as they feel

well enough to do so). If the test results are positive then please do inform me as soon as possible and I will advise accordingly.

Although this next step presents us with some operational challenges, I am very grateful to you all for your continued support. We have also updated our contingency plan should the public health situation change in the coming weeks and months. It is also important to recognise that these arrangements are subject to satisfactory staffing levels and therefore might have to be changed if absolutely necessary.

Very best wishes and many thanks,

Daniel Eaton
Headteacher Leigh Primary School