

Headteacher
Mrs Sophie Gosden



National Support School
designated by



National College for
Teaching & Leadership

2nd September 2020

Arrangements for the Start of Term at The Mill

Dear Mums, Dads and Carers,

Much of this information you already had before the end of term, but this updated version will hopefully serve as a reminder!

Primary schools will be open for all pupils' full time education from September 2020. Our school reopens to all of our pupils on **Monday 7th September 2020.**

Health and safety

We are working hard to ensure that we reduce unnecessary contact between different year groups of pupils, and keep the stringent cleaning and disinfecting processes we already have in place, ensuring that our school is as safe as can be for your child and our staff. To help us reduce the number of people on site at one time, we will have staggered drop-off and collection times. We might need to ask you to use a different gate to the one you usually do. Sorry about this, but we have almost 500 pupils to get safely into the building! Staff will be out and showing you where to go. Please arrive for your exact time slot. The office will remain available by phone and email and pre-arranged appointments only for the time being.

Front Gate

Reception, Year 1 and Year 2 will come in through the front gate on Ifield Drive. All staff will be out to greet you and your children and showing you where to go.

Reception and Year 1: drop-off 8.40am, collection 2.50pm.

Year 2: drop-off 8.50am collection at 3.00pm.

Older siblings come in/go home with the youngest. So, for example if you have a Reception and Year 2 child, bring them both in at the Reception time so you are not waiting around and we will do our best to make sure they are ready to go home at the end of the day!

Back Gate

Year 3, Year 4, Year 5 and Year 6 will come in through the back gate off Shipley Road. All staff will be out to greet you and your children and showing you where to go.

Year 5 and Year 6: drop-off 8.40am, collection 2.50pm.

Year 3 and Year 4: drop-off 8.50am, collection 3.00pm.

As above, if you have siblings, bring them both in/collect at the earlier time, older siblings will be sent to their younger siblings' collection point.

Headteacher

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Symptoms of Covid19 or positive tests

You must ensure that if anyone in your household has COVID-19 symptoms, your child does NOT attend school, that the person seeks a test and you please report this to us. Any child or staff member who develops symptoms in the school day will be sent home immediately and advised to seek a test, and you will be informed at the time and of the outcome of any test. If anyone in your household, or your child, *tests positive* for COVID-19 you MUST inform us and follow the Test and Trace guidance. Anyone in the same Year group bubble as a person that tested positive for COVID-19, as well as their household members, will also be asked to self isolate for 14 days. More information here: [Coronavirus \(COVID-19\)](#)

Getting to and from school and public transport and Face Masks

The government has advised walking or cycling to school wherever possible, to reduce the use of public transport. Face coverings are now used if using public transport to get to school. For Key Stage 2 pupils using public transport, reusable face coverings need to be removed and stored in a named plastic bag in their school bag. For Key Stage 1 children, parents and carers take the masks home after dropping your child at school, bringing it back for pick-up. (We feel that Key Stage 2 pupils (Years 3 - 6) are less likely to lose their masks, so are able to keep them in their school bag, but this is more challenging for little ones, and we do not want masks getting mixed up or lost.) After removing masks, hands need to be washed/sanitised - which will happen as soon as children come into class.

Attendance

During lockdown, the government relaxed the rules on attendance. However, the usual rules on attendance will apply again now. The government guidance says: *'Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term.'* The expectation at The Mill is that all pupils return from 7th September and attend school daily.

Supervision and handwashing

We will help all pupils to follow strict behaviour rules relating to physical contact with other pupils, and keeping their hands clean. Pupils will wash their hands regularly, under instruction (and supervision for younger ones) by adults.

Lunches

School lunches will be available again, and we will be starting by providing hot meals for Early Years, and Years 1 & 2 only, with packed lunches for other year groups, reviewing this as soon as we can. Lunches and breaks will be staggered, with additional cleaning between seatings and eating. You can provide your child with a lunch bag or box from home as usual, please ensure these are named.

Mobile Phones

Mobile phones can only be brought to school if your child is in Years 3 to 6 and is walking home alone. These will need to be put in a clear, named bag and handed to the teacher on arrival. Please ensure all mobile phones are switched off in school.

Breakfast and after-school clubs

We will not be offering this for the first weeks back, but we will write to all parents asking if you would like to take up places as soon as we can set this up again.

Playtimes and lunch play

To reduce the number of pupils in one place at one time, playtimes, lunchtimes and lunch playtimes will be staggered and pupils will only come into contact with children in their year group 'bubble'.

Classroom set-up and equipment

It will be more important than ever that your child has their own equipment in school, to ensure that what needs to be shared is minimised. We will provide basic equipment in a little personalised pack, so please do not send in any pencil cases from home. Children should bring a named water bottle every day. Classrooms will be set up according to safety guidance and seating arrangements are in line with latest safety guidance. Please do not send any additional equipment or toys in with your children.

Uniform

All pupils will be expected to wear school uniform from Monday 7th September. Updated DfE guidance now says that 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. To minimise the amount of movement and contact with classrooms and year group areas, pupils won't be changing into PE kits, but on the day your child has PE, wearing their trainers is suggested. Please ensure all uniform is named.

Anxiety and support

We want to reassure you that we know your children well, and care for their well-being deeply. We have an experienced staff, trained in mental health and well-being, and we will support pupils as needed. The odd wobble and bit of nervousness is completely normal, and we are well prepared for it. We have set up virtual assemblies and classes will hold discussion times, plus arrange for any pupils who are feeling anxious to have the opportunity to talk to a trained member of staff who will be able to listen and support them. We will also make you aware if we feel your child is struggling.

Moving forward and getting back to teaching and learning

We are adapting our curriculum and timetables to make sure that our pupils catch up and get the learning and knowledge that they need to achieve. We will also be providing additional support for learning through additional teaching time with our own teachers, which I will be able to inform you about in more detail in the coming weeks.

We are looking forward to welcoming all of our pupils and families back on Monday! Please contact me or Miss Plant at head@themill-tkat.org or deputy@themill-tkat.org if you have any questions or concerns.

Kind regards,



Sophie Gosden
Headteacher