

# Yox Valley Partnership



Southwold  
Primary School



Academy Head - Gail Jerman

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Website: [www.yoxvalleypartnership.org](http://www.yoxvalleypartnership.org)

4<sup>th</sup> January 2021

Dear Parents and Carers

Re: Start of Spring Term 5<sup>th</sup> January 2021

I want to start by wishing you all a very Happy New Year and truly hope that as we go through 2021 things will get brighter for us all.

You cannot have failed to see the media interest regarding the opening of schools especially as we are now in Tier 4, but I am able to confirm that our schools will be open tomorrow for all pupils. This has been a difficult decision to make, but it has been done in consultation with the Trust. A thorough review of our Risk Assessment for each site has been made and a range of additional procedures have been put in place; a copy of the risk assessment will be available on the website should you wish to read it, and will be updated regularly showing any changes that are made.

Due to some staff shielding for the foreseeable future, we have needed to disperse the pupils in Mercury Class so that Y1 pupils will join Pluto class and make a bubble there, and Year 2 will join Jupiter Class. To enable additional space within the classrooms, Jupiter have moved into the hall and Mars class will extend into the 2 rooms by opening the partition between Mars and Jupiter. A new fire drill will be carried out to ensure pupils are familiar with routines for their new areas.

The children will remain in their classes all the time to minimise any cross-contamination, this includes eating lunches. They will continue to sit in front facing desks rather than groups, and will have their own seat/space, rather than swapping places. We will also be increasing the cleaning throughout the school day, especially during lunchtime.

We have reviewed the deployment of staff to avoid anyone going across sites. The exception to this is myself, but I will only be visiting one site per day and will have minimal contact with children during these visits. I will still be in regular contact with staff and can be contacted by email or telephone at anytime during the school day.

## **Dropping your child off and picking them up**

Staff will be outside from 8.20am until 8.30am each morning and collection time is at 3.30pm. We want to keep the flow of people moving, and so we will not be able to engage in lengthy conversations at the gate. If you do need to speak to a member of staff about something, then please phone the office to arrange a time or send an email and arrange to have that discussion.

- Pupils in Y2 to Y6 will continue to enter through the red gate into the playground. We have zoned the playground off for Mars and Jupiter to have separate areas and we will not be using the outdoor play equipment for the foreseeable future.

- For Nursery and Reception, and Year 1, please enter through the side gate by the Theatre; this will avoid any congestion by the Nursery entrance.
- If you have any letters for the office please put them in the post box.
- At the end of the day, please collect your child from the same places where a member of staff will dismiss them – no parents should be on the playground.
- Please be responsible and space yourselves out while waiting to collect your child.
- On arrival we will continue to be taking the temperature of each child and they will also be asked to either wash their hands in the 'stations' or to use hand gel provided. Additional handwashing will be required during the day especially after playtimes and lunchtimes.

#### A few other reminders

- Every child **must** have their own water bottle from home, clearly labelled with their name – this will need to go home every day and be thoroughly cleaned before bringing it back in. Water bottles are available at school if a child does not have one, but these will need to be paid for and then kept by that child. We will not be able to provide cups of water.
- If you are sending in a packed lunch, please use a container that can be cleaned thoroughly at the end of each day, or use disposable packaging which they can just throw away at the end of lunch.
- School uniform should be worn every day - please make sure your child has plenty of layers on as we will be increasing ventilation and having windows open as much as we can
- Sensible foot wear should be worn (trainers are fine) as they will not be changing for outdoor activities
- Children will not be changing whilst in school, so on the day that they have PE they should come to school in their PE kit on.
- No pencil cases, book bags or any other bags should be brought into school, and no toys or books should come in either
- Coats – these will be kept on the back of their chairs to avoid congestion in cloakrooms

We fully appreciate that some of you do not feel that sending your child back to school at the moment is the right thing for you; we respect that decision, and we will work with you to offer pastoral support where needed. We will not be able to offer a full package of on-line learning for those that are not in school, as staff will be prioritising their time to keeping the schools open. We can signpost you to various websites and staff will be posting their usual 'home learning menu' on Google Classroom for your children. If we need to close a class or bubble, then obviously we will then revert to online learning during that period of closure.

Many thanks for your continued support throughout this difficult time – Stay Safe and Stay Alert.

Regards

Gail Jerman  
Academy Headteacher

*Never giving less than our best*

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