

August 28th 2020

Dear Parent/Carer

Welcome back!!

I hope that you have had a good summer. We are really looking forward to welcoming back all of our children at the beginning of September.

We have amended the arrangements for the start of term and these are attached. As we have received the finishing times for The Bewdley School, we have decided to change the finish of the day for Key Stage 2 to prevent a cross over and too many people being outside the school at the same time. Therefore, **Key stage 2 will finish at 3:00 pm**. This will also help parents who are collecting younger children earlier as there will be less waiting time. Because lunchtime is 15 minutes shorter, this will not impact on the children's learning time. If you have booked your child into Rascals, this does not affect payment as the first session will finish at the usual time.

Please also check the entry and exit points as some of these have also changed for some year groups to minimise contact.

If you have any other queries please contact either the class teacher on the emails attached or the school office at office@bewdleyprimary.worcs.sch.uk.

Further information will follow next week!

See you soon!

Jane Woakes

Headteacher

Information for Parents/Carers- September Reopening – updated information

Government guidance states that,

'For parents and carers of children of compulsory school age, this means that the legal duty on you as a parent to send your child to school regularly will apply'

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

It is important that everyone is aware of the arrangements and safety measures

Importantly:

Do not bring your child to school if they, or anyone they are living with, has any of the three symptoms:

- a high temperature;
- a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours;
- a loss or change to sense of smell or taste – this means they cannot smell or taste anything, or things smell or taste different to normal.
- Please contact the school so that we alert any other adult/child in that bubble and make appropriate changes.

Any child over the age of 5 can be tested. If a child shows symptoms they should be off school for 7 days (or until they have received a negative test). If another family member/bubble member has symptoms the child should be off school for 14 days.

Organisation Details

Uniform

Children will need to wear normal school uniform at the start of September.

If you have a child in Reception, Year 1 and Year 2, please could you send a spare change of clothes that can be kept in school (This does not have to be school uniform).

We have decided that it will be easier for children to come to school in their P.E. kit on P.E. days rather than getting changed in school. Please remember that P.E. kit consists of:

- Black shorts
- White T shirt with/without school logo
- Socks
- Trainers (not pumps)
- Black joggers and a sweatshirt/hoodie

Children are likely to be doing as much P.E. outdoors as possible so it is important that they wear the P.E. kit appropriate for the weather. If in doubt, please send them with shorts underneath their joggers, and a white t-shirt under their sweatshirt. Sweatshirts should be red, black or grey.

We will send the P.E. timetable to you at the end of the first week in school.

For health and safety reasons, we will not be maintaining a 'Lost Property Box'. It is, therefore, very important that all your child's belongings, including shoes, have a name label as we will have to discard any clothing we find that does not have a name in it.

School Equipment

Pupils are able to bring bags but items should be kept to a minimum i.e. reading books, water bottle, packed lunch. Please do not allow children to bring in unnecessary personal items or their own equipment. We would ask that children from Year 1 upwards bring an empty new pencil case of their choice to school where it will be filled with their own personal equipment provided by school and will remain in school for everyday use.

Health and Safety

We are organising our bubbles within year groups however the children will predominantly be taught in class bubbles with a limited number of adults attached to these bubbles.

Staff may work in more than one bubble but this will be kept to a minimum wherever possible.

The year group bubbles will be kept social distanced wherever possible from other bubbles. It is acknowledged that social distancing will not be possible within bubbles for most of the time. However, minimal contact will be encouraged and furniture will be arranged to reduce close contact.

We will continue with the ongoing regular use of handwashing, anti-bac gel, cleaning of surfaces and equipment. **Catch It, Bin It, Kill It** will be regularly promoted and encouraged for all pupils and staff.

Whole school assemblies or gatherings will not take place in their usual format.

The hall will be used but distancing maintained between children and staff of different bubbles. It will be cleaned between use by different bubbles.

There will be a staggered start and finish to the day to avoid groups of different bubbles congregating.

There will be a limited number of parents/visitors on playground and in school.

During playtime and lunchtime, children will play in 'zones' with their year group bubble. These breaks are staggered so that not all the children are out on the playground at the same time.

Toilets will be assigned to each bubble and these are being cleaned within the school day as well as outside the school day. A thorough clean is done each evening in every part of the school. Additionally, each class has anti-bacterial spray and wipes to clean down surfaces and equipment throughout the day. Should there be a suspected case of Coronavirus, we will ensure that the areas the child/adult has been are cleaned thoroughly and immediately. If there is an outbreak, we will seek appropriate advice which may entail a deep clean carried out by outside professionals. All cleaning is in line with government guidance.

There will be very few internal transition times to avoid children meeting in corridors, although brief transitory passing is not deemed as high risk.

Most classroom equipment is kept within bubbles. Any shared equipment will be cleaned or left for 48 hours between use.

AR reading books can be brought home. On return, they will be placed in a box which will be set aside for 48 hours before books are replaced on the shelves.

Arrival / Departure Organisation

Class	Start Time	Entrance	Play Time Am	Lunch Time	Play Time Pm	Finish Time	Exit	Parent/carer allowed to classroom door at morning drop off?	Parent/carer allowed to classroom door at afternoon collection?
Hungry Caterpillars	9.00 am	Hungry Caterpillar's gate	N/A	12.00 pm	N/A	3.00 pm	Hungry Caterpillars gate	Yes	Yes
Elmer's	9.00am	Elmer's door	N/A	12.00 pm	N/A	3.00 pm	Elmer's door	Yes	Yes
Dodd	8.15 am – 8:30 am	Reception side gate	N/A	11.30 am – 12:15 pm	N/A	2.45 pm	Reception side gate	Yes	Yes
Inkpen	8.15 am – 8:30 am	Reception side gate	N/A	11.30 am – 12:15 pm	N/A	2.45 pm	Reception side gate	Yes	Yes
Donaldson	8.15 am – 8:30 am	Donaldson door (playground)	9.45 am – 10:00 am	11.30 am – 12:15 pm	1.30 pm – 1:45 pm	2.45 pm	Donaldson door (playground)	Yes	Yes
Butterworth	8.15 am – 8:30 am	Butterworth door side door	9.45 am – 10:00 am	11.30 am – 12:15 pm	1.30 pm – 1:45 pm	2.45 pm	Butterworth door side door	Yes	Yes
Milne	8.15 am – 8:30 am	Milne front door (next to Nursery play area)	9.45 am – 10:00 am	11.30 am – 12:15 pm	1.30 pm – 1:45 pm	2:45 pm	Milne front door (next to nursery play area)	Yes	Yes
Bond	8.15 am – 8:30 am	Bond Classroom door (via playground)	9.45 am – 10:00 am	11.30 am – 12:15 pm	1.30 pm – 1:45 pm	2:45 pm	Bond Classroom door (via playground)	No (Staff member will be on gate and playground to support)	Yes
Wilson	8.35 am – 8.50 am	Wilson door	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3:00 pm	Wilson door	No – leave child at gate	Yes
Dahl	8.35 am – 8.50 am	Dahl door	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3:00 pm	Dahl door	No – leave child at gate	Yes
Morpurgo	8.35 am – 8.50 am	Morpurgo door	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3:00 pm	Morpurgo door	No – leave child at gate	Yes – if necessary (see note below)
Blyton	8.35 am – 8.50 am	Blyton door	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3:00 pm	Blyton door	No – leave child at gate	Yes – if necessary (see note below)

Rowling	8.35 am – 8:50 pm	Classroom door (via playground)	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3.00 pm	Classroom door (via playground)	No – leave/drop off child outside school	No – please arrange for your child to walk to you/home outside of school grounds
Lewis	8.35 am – 8:50 pm	Classroom Door (via playground)	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3.00 pm	Classroom door (via playground)	No – leave/drop off child outside school	No – please arrange for your child to walk to you/home outside of school grounds
Walliams	8.35 am – 8:50 pm	Year 6 front door (to the side of the Main Office door)	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3.00 pm	Year 6 front door (to the side of the Main Office door)	No – leave/drop off child outside school	No – please arrange for your child to walk to you/home outside of school grounds
Blackman	8.35 am – 8:50 pm	Year 6 front door (to the side of the Main Office door)	10.15 am – 10:30 am	12.20 pm – 1:05 pm	N/A	3.00 pm	Year 6 front door (to the side of the Main Office door)	No – leave/drop off child outside school	No – please arrange for your child to walk to you/home outside of school grounds

Lay By Drop Off

Whilst the grid above indicates that some parents / carers can take their child to the classroom door, if you feel that your child is confident and independent enough to be dropped at the lay by, staff will be available to direct them safely in to school. This will prevent a build up of parked cars and reduce the number of adults in and around school. The layby will not be available for parking in at any time.

We appreciate that some parents/carers will have children to drop off/collect at different times. This is in line with government guidance. Please use the time bandings to support this i.e. if you need to drop off a Key Stage 1 and 2 child, try to drop the younger child at the latest time and the older child at the earliest time so that we can avoid groups gathering. We understand that, at the end of the day, there may be a short time between collection of a younger child and an older child. In these circumstances, we would ask that you avoid congregating in groups either inside or outside the school and maintain a distance of at least 1 metre. It is also important that younger children are not allowed to play or run around freely and must stand closely with their carer. The time on the playground must be kept to a minimum – otherwise the staggered start/finish times will be of no value as it just means more people are standing together for a longer time! It may be necessary to take a short walk up/down the road before returning for the older child or, if you feel your Key Stage 2 child is capable of meeting you outside the school gates, you could make these arrangements - please let the class teacher know if this is your arrangement so that they are not waiting for you to collect from the classroom door. We are sorry that we will not be able to solve all individual issues with regard to this but if we see a better alternative to these arrangements we will be sure to put it in place.

Face Coverings

There has been much discussion about the use of face coverings in school but **current** government guidance is that it is not necessary for younger children and, therefore, they should **not** be worn unless a child is travelling to school using public transport. It has been suggested that face coverings can actually cause a health and safety issue with younger children as they often touch or fiddle with the face covering which could increase the spread of the virus. We would ask that children **do not** come to school wearing a face covering. Please remove the face covering before they enter school and replace it when they come out, if you so wish. Parents/carers coming into the school grounds for drop off or collection are able to wear a face covering – however, as they will be outside, this is a matter of choice. Please maintain at least a 1 metre distance at all times with other adults/children who are not part of your household.

Staff will not be wearing face coverings during the school day, in line with government guidance, unless there is a specific reason why this is necessary – e.g. when supporting a child who is ill or because of specific health needs.

Any visitor coming into the school building will be required to wear a face covering.

Water Bottles

For health and safety reasons the water fountains have been turned off. It is vital that your child brings a labelled water bottle with them every day.

Punctuality

We would ask that parents/carers be as punctual to these times as they can to avoid any cross over. Should there be an emergency and you are going to be late, please contact the school and we will make appropriate arrangements.

Lunchtime

For the first few weeks, we will continue with packed lunches only as these can be eaten in the classroom or as a picnic. If you wish to order a packed lunch please use ParentPay as normal. The children will wash their hands before lunch as is usual practice and the tables will be wiped down after they have finished. Each class has a named lunchtime supervisor attached to them each day to minimise contact with other adults. They will then go out to play with their bubble and wash their hands on return.

After School Activities

As Reception and Key Stage 1 will be leaving at 2:45 pm (having started at 8:15 am), after school activities will be available for years groups R – 2 until 3:30pm. There will be a charge of £2.00 per session. These activities will be run by the class teacher in the class bubble and may include board games, outdoor activities, Spelling Shed, TT Rockstars, Lego challenges etc. Children cannot be collected before 3:15 pm if you choose to send them to this club so that we can avoid cross over with other parents collecting older pupils at 3:00 pm. If your circumstances have changed and you now need to book any of these sessions and you have not already done so, please complete the booking form below and return it to school via email to rascals@bewdleyprimary.worcs.sch.uk There will be no After School Activities for KS2 at the start of the Autumn Term but this will be under review.

Peripatetic Music Lessons

We will review music lessons in the Autumn Term to ensure that we can comply with advice. We will give you further information with regard to this in the Autumn Term.

Forest School

Forest school will begin again for children in Nursery to Year 2. You will receive further details about your child's Forest School sessions. We have decided that we cannot use the waterproof kits that we have in school as we cannot clean them frequently enough between use. Therefore, it will be important that your child arrives in appropriate clothing on Forest School days. More information will follow before your child's first session. This year, as well as pure Forest School activities, we will be using the Forest School area for wider learning outside the

classroom curriculum experiences. Class teachers and teaching assistants will be working alongside Mrs. Dickenson, our Forest School Leader.

Swimming

We will update Year 3 Parents/Carers with regard to when swimming will recommence after we have established details from the leisure centre.

Communication

As we need to minimise direct contact between adults it will not be possible for parents/carers to have a 'chat' with staff at the classroom door or just pop into the office. It is important that parents/carers can still pass on important messages and make appointments if necessary. If it is an 'office' question, please contact the office via the school telephone number or office@bewdleyprimary.worcs.sch.uk. If necessary, an appointment will be made with you so that this can be organised in a 'safe' way. The teacher emails/Tapestry communication were being used really effectively before the holidays, so if it is a direct class based question, please email/message the teacher in the first instance and they will get back to you as soon as possible. If there is a safeguarding issue please contact either Mrs. Woakes or Mrs. Bennett by calling the school – please say to the person who answers the call that this is a safeguarding matter so that your call can be passed on with some urgency. We would ask that any visitor coming into school, even just to the office entrance, wears a face covering.

Teacher Emails

Early Years (Nursery & Reception)		
Key Stage leader	Mrs J Haynes	jhaynes@bewdleyprimary.worcs.sch.uk
Nursery	General / office	nursery@bewdleyprimary.worcs.sch.uk
Hungry Caterpillars	Mrs J Walker	jwalker@bewdleyprimary.worcs.sch.uk
Elmer's	Miss M Hinton	mhinton@bewdleyprimary.worcs.sch.uk
Reception		
Dodd	Mrs K Trow	ktrow@bewdleyprimary.worcs.sch.uk
Inkpen	Mrs L Tench	atench@bewdleyprimary.worcs.sch.uk
	Mrs J Haynes	jhaynes@bewdleyprimary.worcs.sch.uk
Key Stage 1		
Key Stage Leader	Mr W Pritchard	wpritchard@bewdleyprimary.worcs.sch.uk
Butterworth Year 1	Miss E Ward	eward@bewdleyprimary.worcs.sch.uk
Donaldson Year 1	Mrs K Field	cfield@bewdleyprimary.worcs.sch.uk
	Mrs R Walter	rwalter@bewdleyprimary.worcs.sch.uk
Bond Year 2	Mr W Pritchard	wpritchard@bewdleyprimary.worcs.sch.uk
Milne Year 2	Mr J Morris	jmorris@bewdleyprimary.worcs.sch.uk
Lower Key Stage 2		
Key Stage Leader	Mrs M Hares	mhares@bewdleyprimary.worcs.sch.uk
Wilson Year 3	Mrs S Page	spage@bewdleyprimary.worcs.sch.uk
Dahl Year 3	Miss K Stevens	kstevens@bewdleyprimary.worcs.sch.uk
Blyton Year 4	Mrs M Hares	mhares@bewdleyprimary.worcs.sch.uk
	Mrs J Bennett (SENCO)	jbennett@bewdleyprimary.worcs.sch.uk
Morpurgo Year 4	Mr W Fallows	wfallows@bewdleyprimary.worcs.sch.uk
Upper Key Stage 2		
Key Stage Leader	Miss A Bradley	abradley@bewdleyprimary.worcs.sch.uk
Lewis Year 5	Miss C Jones	cjones@bewdleyprimary.worcs.sch.uk
Rowling Year 5	Mr S Cottrill	scottrill@bewdleyprimary.worcs.sch.uk
Blackman Year 6	Miss S Woodward	swoodward@bewdleyprimary.worcs.sch.uk
Walliams Year 6	Miss A Bradley	abradley@bewdleyprimary.worcs.sch.uk
	Mrs J Jones	jjones@bewdleyprimary.worcs.sch.uk

RECEPTION / KS1 After School Activities Booking Form

Child's Name			Class	
Week Beginning 31/08/2020				
Monday	Tuesday	Wednesday	Thursday	Friday
			Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00
Week Beginning 7 / 09 / 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00
Week Beginning 14 / 09 / 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00
Week Beginning 21 / 09 / 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00

Week Beginning 28/09/2020

Monday	Tuesday	Wednesday	Thursday	Friday
Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00

Week Beginning 5/10/2020

Monday	Tuesday	Wednesday	Thursday	Friday
Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00

Week Beginning 12/10/2020

Monday	Tuesday	Wednesday	Thursday	Friday
Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00

Week Beginning 19/10/2020

Monday	Tuesday	Wednesday	Thursday	Friday
Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00	Reception / KS1 After School Activities 2.45 – 3.30pm <input type="checkbox"/> £2.00