



Compton and Up Marden CE School  
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Headteacher: Mrs C Inskip BA.QTS (Hons)

5<sup>th</sup> March 2021

Dear Parents,

### **Arrangements for full reopening in March 2021**

We are really looking to seeing your children back at school very soon and school staff have been busy preparing classrooms and planning for your children's learning for when they return. As we approach a full re-opening of our school, I am writing to remind you of the key arrangements. All of this information is also available on our school website in case you misplace this letter.

Many of our in-school procedures that we had implemented for our children in the Autumn will remain the same when all the children return. Children will work, play and mix in their bubbles, but they will not mix with all the other Year Groups. The Children will remain in their bubbles for the remainder of the day, they will play in a designated area and they will eat in their bubbles in zoned areas in the hall. There will be no whole school assemblies in the hall, however daily acts of collective Worship will take place in the classrooms. Classrooms will be set up with children in rows so that children are facing the front of the room. Each class will have designated toilets. Hand washing will take place frequently during the day, as well as frequent cleaning of surfaces and touchpoints by staff.

### **Daily Start and Finish Times**

We need to ensure that parents and children carry out social distancing when arriving and leaving our school site. We will also have staggered start and finish times to reduce the amount of congestion. The new start and finish times are printed below.

Please avoid your child being late in the morning – we have a lot of learning to catch up on and children missing the first input of the day will further disadvantage them.

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Year group	Drop off	Collection	Entrance and exit
Year R	<b>8.40am to 8.50am</b>	<b>2.50pm to 3.00pm</b> plus older siblings collected.	Enter via the green metal gate and exit via the wooden pedestrian car park gate. Pupils to enter and exit through the main front door.
Year 1	<b>8.40am to 8.50am</b> and younger siblings dropped off	<b>2.50pm to 3.00pm</b> plus older siblings collected.	Enter via the green metal gate and exit via the wooden pedestrian car park gate. Pupils to enter and exit through the main front door.
Year 2	<b>8.40am to 8.50am</b> and younger siblings dropped off	<b>2.50pm to 3.00pm</b> plus older siblings collected.	Enter via the green metal gate and exit via the wooden pedestrian car park gate. Pupils to enter through the main front door and exit via the playground.
Year 3	<b>8.30am to 8.40am</b> and younger siblings dropped off	<b>3.00pm to 3.10pm</b> plus older siblings collected.	Enter via the green metal gate and exit via the wooden pedestrian car park gate. Pupils to walk across to the new build on arrival. Pupils to exit via the playground.
Year 4	<b>8.30am to 8.40am</b> and younger siblings dropped off	<b>3.00pm to 3.10pm</b> plus older siblings collected.	Enter via the green metal gate and exit via the wooden pedestrian car park gate. Pupils to walk across to the new build on arrival. Pupils to exit from new build door.
Year 5	<b>8.30am to 8.40am</b> and younger siblings dropped off	<b>3.00pm to 3.10pm</b> plus older siblings collected.	Enter via the green metal gate and exit via the wooden pedestrian car park gate. Pupils to walk across to the new build on arrival. Pupils to exit from new build door.
Year 6	<b>8.30am to 8.40am</b> and younger siblings dropped off	<b>3.00pm to 3.10pm</b> plus older siblings collected.	Enter via the green metal gate and exit via the wooden pedestrian car park gate. Pupils to walk across to the new build on arrival. Pupils to exit from new build door.
Bus children	<b>8.30am</b>	<b>3.15pm onwards</b>	Enter via the wooden pedestrian gate and exit via the wooden pedestrian car park gate. With a staff member. Pupils to walk across the new build on arrival.(Y3-6) other pupils to in Year R-2 enter the main front door.

## Arrival & Collection Arrangements

Parents and children can enter the school site from the green pedestrian entrance school. Parents may walk with their child onto the playground and your child will go straight into their class. Year R, 1 and 2 are to enter via the front door and Year 3/4/5/6 are to go straight to the New Build. Parents will leave the site via the wooden gate. The same arrangements will apply at the end of the day. Please keep the number of people on our school site to a minimum and keep all younger siblings with you and not allow them to run around. Please could parents be positive role

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models of displaying good social distancing and avoid gathering in large groups. Unfortunately, at this time we are unable to open Robin's path.

## **Uniform**

Children are to wear full school uniform. Children are to bring their PE kit to school where it will remain until the end of term.

## **What does my child need to bring to school?**

As little as possible. Children will need their own water bottle, a packed lunch in a lunch box if they are not having hot lunch. Their book bag **is** still required and a coat. Please bring full PE kits to School on Monday.

## **Communication with staff**

Parents will be unable to enter the school building and we ask that communication from parents with their class teacher is carried out by email or telephone call in the first instance. Mrs Inskip and Mrs Crews will endeavour to be outside at drop off and pick up every day to answer any queries that you may have. The school office can also be emailed using the following address [office@cuprimary.co.uk](mailto:office@cuprimary.co.uk)

## **Children with medication**

Medication can be handed to Mrs Crews, Mrs Valentine or Mrs Inskip on the playground. Please ensure that you have completed a medical form if your child needs prescribed medication in school.

## **Children displaying symptoms**

Children who show any symptoms must not attend school. Instead they should isolate at home and take a test as soon as possible. If the test is negative, then the child may return to school if they are well enough. If it is positive, then we will be in discussion with Public Health England who will advise on the next steps, which may include the whole Bubble being sent home to self-isolate. Children who are showing symptoms whilst they are in school will need to go home as soon as possible. Parents will be contacted to collect the child and will then need to be tested. The child will be withdrawn from the class, and wait in a special area, whilst waiting for their parent to collect them.

## **Does my child need to attend school?**

Yes. From when we open, school attendance is compulsory unless: your child is unwell; they are isolating due to displaying symptoms; they are isolating because another family member is showing symptoms; or have an underlying medical condition which classifies them as clinically extremely vulnerable. Having had so much time away from school, it is

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even more important that children's attendance is as good as possible. We have fully risk assessed our school procedures again in line with government guidance.

If you have questions regarding the contents of this letter, please do not hesitate to contact the School Office. We are all very much looking forward to seeing you again and school staff are ready and waiting to ensure your child settles back into routine and learning as quickly as possible.

Yours sincerely,

Mrs C Inskip  
Headteacher

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