

## Gipsy Hill Federation

Headteacher  
Ms Roberts BA (Hons), PGCE, MSc

Interim Co Executive Headteachers  
Mrs Foxworthy BA (Hons), PGCE, MA  
Ms Thompson BA (Hons), MA



3<sup>rd</sup> March 2021

Dear Parents and Carers,

I hope you and your family have been keeping safe and well and that you have enjoyed the half term holiday. We are looking forward to welcoming all pupils back on **Monday 8<sup>th</sup> March**.

In line with government guidance, we reviewed and updated our whole school risk assessment in January and have made recent amendments in preparation for full reopening on Monday. Our updated risk assessment will be available on our website shortly. Below is a summary of key points, most of which will be familiar to you from the autumn term:

- Children are expected to return to school in full school uniform on Monday 8<sup>th</sup> March. However, as the cold weather continues, your child may also wear additional layers of clothing to keep them warm in the classroom as windows must be kept open to increase ventilation. We understand that you may have difficulty ordering uniform items at the moment and we would not want any pupil to miss another day of school due to not having the correct uniform. We will be flexible in the first few days back, so please bring your child to school and speak to your child's teacher or a member of the senior leadership team regarding this.
- School attendance will be mandatory for all pupils from 8 March. The usual rules on school attendance apply. The school will continue to monitor attendance and punctuality and schedule meetings with parents/ carers where attendance and punctuality is a concern.
- Children will be based in their class bubble. As pupils settle into school, they may work as a year group bubble e.g. at break times, when accessing interventions or small group teaching.
- We will continue to follow hygiene measures in school; following an enhanced cleaning routine, regular cleaning of resources, regular hand washing and use of hand sanitiser throughout the school day and following 'catch it, bin it, kill it' advice
- Breakfast and after school club will resume from Monday 8<sup>th</sup> March. Please book sessions in the usual way.
- Lunchtimes- A hot meal will be served every day. Pupils in year 2, 3, 4 and 6 will eat their lunch in their classrooms. Lunches are cooked on site and will be delivered to classrooms in Bento boxes. Nursery, Reception, Year 1 and Year 5 will eat their lunch in the school hall.
- We will continue to have staggered start and end times in order to limit the number of pupils and parents on the school site and around the school gates. A reminder of our drop off and collection times:

### **Drop Off and Pick Up Times – March 2021**

<b>Year group</b>	<b>Start time</b>	<b>End time</b>	<b>Parent Waiting Zone</b>
<b>Nursery + Reception</b>	<b>9.00</b>	<b>3.15</b>	<b>Go straight to Reception area</b>
<b>Year 1</b>	<b>9.00</b>	<b>3.15</b>	<b>Zone 4 (KS1 playground)</b>
<b>Year 2</b>	<b>9.10</b>	<b>3.30</b>	<b>Zones 5 + 6 (KS1 playground)</b>
<b>Year 3</b>	<b>9.10</b>	<b>3.30</b>	<b>Zones 3 + 4 (KS1 playground)</b>
<b>Year 4</b>	<b>9.10</b>	<b>3.30</b>	<b>Zones 1 + 2 (KS2 playground)</b>
<b>Year 5</b>	<b>8.55</b>	<b>3.10</b>	<b>Zone 2 (KS2 playground)</b>
<b>Year 6</b>	<b>8.55</b>	<b>3.10</b>	<b>Zones 1 (KS2 playground)</b>

- Please ensure you stick to these timings in order to limit congestion on the school site and around the school gates
- Siblings – after dropping/picking up the first sibling proceed to the zone of the next child and wait there
- Follow the one- way system in the playground. Enter the school playground using the Key Stage 2 playground and exit via the Key Stage 1 playground
- Wear a face mask at all times whilst on the school site and around the school gates
- If your child is in year 4, 5 or 6, please drop them at the school gate at the start of the day. Staff are in the playground at each year groups start time. At the end of the school day, please continue to collect pupils in year 4, 5 or 6 from the KS2 playground, follow the one- way system and exit the school site using the KS1 gate
- Please keep your child/ children with you at all times on the school site, especially when waiting for siblings. Do not allow your child/ children to mix with others whilst waiting in the playground
- Social distance whilst on school site and at the school gates. Please keep 2 metres away from others at all times, including friends who you may not have seen over the school holidays. Please do not mix with other household groups.
- PE will be outside where possible – children should wear their PE kit to school on their PE days. Children will need plain, warm long-sleeved tops and jogging bottoms without logos.
- Only essential visits will be allowed on the school premises. All other contact with the school must be via phone or email to the office.
- The guidance states that in primary schools and early years settings, face coverings should be worn by staff and adult visitors where social distancing between adults is not possible. Children in primary schools do not need to wear a face covering.
- If anyone in your household or support bubble develops symptoms of coronavirus, (continuous cough, high temperature, loss of taste or smell), please inform the school immediately. Your household must self-isolate and the symptomatic person must get a PCR test. If a child or member of staff tests positive for coronavirus, all those who have been in close contact with that person in the two days prior to the onset of symptoms will then be required to self-isolate.
- For your wider awareness, primary staff can now take part in twice weekly lateral flow device testing to identify asymptomatic cases. No testing of primary school children takes place in school. Parents may wish to access lateral flow device testing via community centres throughout the borough eg at the Town Hall. This is encouraged

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by Lambeth but not a requirement. We will share more information with you about this separately.

- If your child has been loaned a laptop by the school, please return it along with the charger to the school office on the following day at the start or end of the school day:

Returning laptops	
Monday 8 <sup>th</sup> March	Nursery, Reception, Year 1 and Year 2
Tuesday 9 <sup>th</sup> March	Year 3 and Year 4
Wednesday 10 <sup>th</sup> March	Year 5 and Year 6

- Book Amnesty- We will have a book amnesty from **Monday 8<sup>th</sup> March to Friday 19<sup>th</sup> March**, so please have a look at home for any school books and return them to school. Your child will receive a raffle ticket for every book they return to school and their name will be entered into a raffle prize draw. Good luck!

Thank you all for your continued support throughout this period of time and for your engagement with our remote learning offer. It has been a real pleasure seeing the number of vulnerable children and keyworker's children increase every week as well as seeing the number of pupils accessing this provision increase every week and we could not have achieved this without your support. I am really looking forward to seeing you all back at school again on Monday. See you then.

Yours sincerely

Ms Roberts  
Headteacher