



22<sup>nd</sup> May 2020

Further detail regarding the phased return to school from June 1st

Dear Parents/ Carers,

I am writing to provide you with further detail regarding the phased reopening of Raglan. This will enable you to make an informed decision about whether to send your child back to school if they are in one of the year groups that has been prioritised. It is important that you understand that this will not be like school as we know it. It is also important that you explain this to your child so that they are prepared when they return. The staff are currently putting together a social story to explain what will be the same and what will be different about school which we will email to you to share with your child if you would find this helpful. The decision to send your child back to school rests entirely with you as a parent and you will not be penalised if you choose not to send your child to school during this time.

As I said yesterday in my letter, we have been planning how to welcome the children back in the safest possible way. These are some of the additional measures that we will be putting into place and we are asking for your support when your child attends school:

- Children will continue to wash their hands frequently at set points throughout the day.
- The use of PPE, including the wearing of face masks, will be optional for staff.
- If children are feeling unwell during the school day, the school now has a digital thermometer – any child with a temperature will be isolated and parents will be asked to follow the government guidelines in relation to self-isolation for the whole family.
- Children will be allocated certain classroom and outdoor areas to use during their time in school.
- The beginning and end of the school day will be staggered.
- Lunch will be a packed lunch that will be eaten in the classroom.
- Return to school will be gradual, details were included in the letter yesterday.
- Children should not bring in personal equipment/toys – we will be able to provide stationery and other learning equipment for them.
- There will be a one way system for entering and leaving the school site.
- Parents will not be able to come into the KS1 playground in the mornings and only 1 person should collect the children at the end of the day.
  - Parents will be expected to model and reinforce social distancing when in the school grounds.
- We are unable to offer breakfast club and after school clubs due to the fact that we are unable to allow the children to mix between different groups.
  - The office will be closed to personal callers other than by appointment only. All queries should be directed by email to [admin@raglan.bromley.sch.uk](mailto:admin@raglan.bromley.sch.uk) or by phone - 020 8460 6558.



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## What will the day look like?

Each class of children will be split into two groups. The children in Language Provision will be split into three groups across the provision. This will mean that some groups from each Year group will be taught by another member of Raglan staff. Each group will also have a teaching assistant. The groups will be called 'bubbles'. Each bubble will stay together throughout the day and will not mix with other bubbles.

The bubbles will enter through different entrances at different times to ensure there are no gatherings around doors or entrances into school. We will operate a one way system. Please come in the entrance that you are allocated and leave by the Jaffray Rd entrance on the KS2 playground. A member of the leadership team will be in the playground to guide you to the correct entrance. We ask that parents do not enter the KS1 playground in the mornings to comply with social distancing and that only 1 parent enters the playground at pickup time and maintains social distancing of 2 metres.

We will be in touch with you to tell you which bubble your child will be in when we have finalised the rooms and the groups.

## Nursery children may attend school from Wednesday June 3<sup>rd</sup>. They will be offered a school place from Monday – Thursday.

Please refer to the table below for drop off, collection times and entrance points

Class	Time	Entrance	Door
Nursery	9.00 -3.30	Jaffray Rd	Nursery Class

Due to the change in the end of the day, parents of full time children will not be charged for the lunch time session. Please note nursery children who stay all day will be required to bring their own packed lunch.

## Children in Reception may attend from Monday June 8<sup>th</sup>. They will be offered a school place from Monday – Thursday.

Class	Time	Entrance	Door
Lions 1	8.45 - 3.00	Jaffray Rd	Reception Class Entrance
Lions 2	8.45 -3.00	Jaffray Rd	Link Corridor
Monkeys 1	8.30 -2.45	Jaffray Rd	Link Corridor
Monkeys 2	8.30 -2.45	Jaffray Rd	Reception Entrance

## Children in Language Provision may attend from Monday June 15<sup>th</sup>. They will be offered a school place from Monday – Thursday.

Class	Time	Entrance
L.P 1	8.45 – 2.45	Main School Entrance
L.P 2	9.00 -3.00	Main School Entrance
L.P 3	9.15 -3.15	Main School Entrance

## Children in Year 1 may attend from Monday June 22<sup>nd</sup>. They will be offered a school place from Monday – Thursday.

Class	Time	Entrance	Door
Giraffes 1	9.00 - 3.15	Jaffray Rd	Link Corridor
Giraffes 2	9.00 -3.15	Raglan Rd	KS2 Door



Rhinos 1	9.15- 3.30	Jaffray Rd	Link Corridor
Rhinos 2	9.15 -3.30	Raglan Rd	KS2 Door

**Children of Key Workers may attend from Monday June 1st. They will be offered a school place from Monday – Friday.**

Class	Time	Entrance	Door
Key Worker 1	8.30 - 3.15	Jaffray Rd	Studio
Key Worker 2	8.30 -3.15	Raglan Rd	KS2 Hall Door

The children are entering at different times, through different entrances to ensure that there are no gatherings around doors and entrances. It is important that you enter by your allocated entrance and at your allocated time and that you follow the one way signs around the site. Members of staff will be at the entrances to guide you. We ask that parents drop their children off at the gates at the KS1 playground and do not come on site. At the end of the day please collect your child from the playground, ensuring you follow social distance guidelines and only one parent from each family please.

Please do not arrive early and please leave immediately once you have collected your child in order to successfully manage social distancing.

Please ensure that you collect your child at the allocated time – if you are late this will have an impact on our ability to maintain social distancing.

#### What else do I need to know?

- A packed lunch will be available from the school kitchen as a school meal. This can be paid on Schoolgateway. If your child brings a packed lunch from home, please ensure as much as possible is disposable and remember we are a nut-free school. Lunches will be eaten in the classroom to avoid mixing of children and to minimise movement around school.
- The children will wash their hands as soon as they arrive in school.
- Only one adult from each family may enter the site at the end of the day.
- School will be shut every Friday for cleaning.
- Parents will not be allowed in the building – you can contact the school by phone or email.
- Children must bring in a named water bottle, with a wide opening if possible to make refilling easier. Water fountains will be switched off.
- Children must not bring in any equipment, such as pencils. Each child will have a named wallet with school equipment in.
- Children must wear school uniform and we ask that this is washed each night if possible.
- Children should bring in a PE kit.
- Children of Key Workers may not mix between groups. You will need to decide if your child will join their class group (Mon-Thurs) or remain in a Key Worker group (Mon-Fri). They will then stay within the chosen group.

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- As all staff will be involved in teaching the children in school, the home learning will look very different and teachers will not be able to offer personal feedback.

As stated in my letter yesterday, the gradual re opening of school is dependent on the government's 5 tests. They will decide whether these tests have been met on May 28<sup>th</sup>. I will send out another letter following this announcement to confirm whether we are able to begin our phased return.

I am aware that I have previously asked parents to indicate via Schoolgateway whether they will be sending their children back, but now that you have further detail of how the phased return will work I would be grateful if you could confirm this again, particularly if you are a Key Worker. Currently we are unable to invite Year 6 back because we have to leave staff available to take the Key Worker groups. This is a huge disappointment to the staff, children and parents of Year 6 as this is such an important time for them. If the numbers in the Key Worker groups are lower than anticipated we will be able to bring Year 6 back, which I would love to be able to do. Please confirm by Saturday evening at the latest so that we are able to finalise plans.

Just to remind Key Worker parents that school will be closed next week, we look forward to welcoming more children from June 1<sup>st</sup>.

Thank you for your continued support at this challenging time.

Take care and keep safe

Kath Margetts