

Harleston C.E. Primary Academy

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Headteacher: Miss Hannah Holgate

1st January 2021

Dear Parents/Carers,

I hope that you have all had a wonderful Christmas and that you enjoyed a quiet New Year's Eve. This Christmas has certainly been a strange one.

I know that there have been some concerns about children returning to school on Monday. Miss Moss, Mr Carter and I have been looking at how we can improve our risk assessment further and have been looking at ways that we can reduce the possible 'overlap' of year groups on the playgrounds, especially at collection and drop off times.

As you know, we are now in Tier 4 and the government are asking us to be extra cautious. This will mean that those who are clinically extremely vulnerable have been asked to shield and that people may be asked to isolate in the coming term. Therefore, Miss Moss, Mr Carter and I have put together a blended learning plan to enable children, who have been asked to remain at home, to access the full curriculum. Information regarding this will be shared with you upon our return to school.

In order to keep the community safe and to ensure that we do not mix bubbles (inadvertently) we have decided that the safest way for children to come into school and leave is to have staggered start and end times of the day. We do recognise that this may mean that a parent/carer with children in more than one class may have to have a short wait between collecting children and will have to leave the school grounds to walk around to another gate. This decision has not been made lightly and is to ensure that we limit the number of year group bubbles which could be crossed by walking across the school site.

We would encourage you to stick to these timings, but if you have a special circumstance which would make this very difficult please contact the school and we can work together to find a solution.

This will mean a change in the way your child comes into school. You will enter through your child's assigned gate, drop them off/collect them from their classroom - at the assigned time and then leave through the same gate. Whilst on the school premises it is imperative that you and your children remain socially distanced and that all adults wear a mask/visor - unless you are clinically exempt.

If you have a child in two year groups you will have to use two gates, as we are trying to prevent parents from needing to walk and congregate in areas within the school.

As with all new ideas, we know that there may be some teething issues and we appreciate your support and patience with these as we work together as a community to slow the spread of Covid-19, whilst ensuring that our children have a high quality education.

We are encouraging you to spend as little time as possible on the school site at these times - this will support us to slow the spread of Covid-19. Therefore, if you wish to speak to Mrs Brown or Mr Mullen they will be available via the school telephone number.

Below is a timetable for children to be dropped off and collected. It is important that you arrive on time to collect and drop off your child - as we have to be as careful as possible at the moment.

Kindest Regards,

Hannah Holgate
Headteacher

Caroline Moss
Assistant Headteacher

Sam Carter
Assistant Headteacher

Year Group	Gate for entry and exit	Drop off	Collection
Reception	C	9.00	15.30
Year 1	D	9.00	15.30
Year 2	D	8.30	15.00
Year 3	C	8.30	15.00
Year 4	A	9.00	15:30
Year 5	A	8.30	15:00
Year 6	B	8.30	15.30
Nursery	B	As before	
KS1 'Dove' Class	A	9.00	15.00

Gate A - The top gate (front of school) path to Y4-5 block and 'Dove' provision

Gate B - Next to the cookery suite (front of the school) path past mobiles to Nursery, past Miss Holgate's office and KS2 play ground to Y6 classrooms

Gate C - The Gate next to Pre-school. Straight to Y3 classrooms. Or onto lower school playground to Reception classrooms

Gate D - By the field and crossing patrol. Straight up the path to Y1 classrooms and Y2 mobile