



Principal: Mrs L Brennan

01/06/2020

Dear Parents,

Before I begin, I would like to take this opportunity to thank you for your understanding and cooperation since we had to close to the majority of children due to the current pandemic. I know that this period has been challenging for many families, in particular when you have had to juggle work commitments with managing childcare, if you have children with special educational needs or disability, or if you are a single parent.

Following on from my recent communications and the Government's decision to open schools more widely, I am now writing to confirm that we will be welcoming **Year 6 children back from Monday 8<sup>th</sup> June 2020**. Whilst the Government's ambition is to also invite early years and Reception children back too, you will no doubt appreciate we are taking a cautious approach to wider opening and we will only invite those year groups back as and when we know it is safe to do so in our own setting.

In order to best protect your child and our staff we have put a number of temporary measures in place.

I have summarised the most important information you need in order to decide whether your child should attend the academy:

- **Keeping your child safe**

Our Estates team have been working tirelessly with our Principals to ensure all possible protective measures are in place.

Measures such as small class sizes, one-way systems around the academy and more focus on hygiene routines will be in place from 8 June. Break and lunch times will also look and feel very different as we attempt to keep children from mixing with any more people than necessary.

All of these additional measures are laid out in detail in a comprehensive suite of risk assessments. You are welcome to view these on our academy website.

We have also added some temporary procedures to our standard policies, including safeguarding and behaviour. We will be issuing an additional Home Academy Agreement for you to sign so that we can all truly work together to keep your child safe.



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- **Attendance expectations**

If a member of your household is displaying symptoms related to Coronavirus (cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell) please do not send them into school. You can access testing through the NHS website. If anyone in your household is positively tested for Coronavirus, your child should not return to the academy for 14 days.

Children who are classed as clinically extremely vulnerable (please check the following link for an up to date list: <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>) should not return to the academy. If someone else in your household is classed as extremely vulnerable then you should only return your child to school if you believe you child can stringently adhere to social/physical distancing measures and follow all instruction.

If your child is clinically vulnerable but not on the above list, please seek medical advice before making your decision whether they should attend.

Whilst our desire is to welcome all pupils back at the appropriate time, we completely understand that you will be anxious about whether your child will be safe in the current circumstances and I wanted to be clear that you will not be held to account in the normal manner should you choose not to send your child to school during this unprecedented time. We may make calls home to check that children who can be in school, and are not, are safe but I wanted to assure you that the Government have confirmed that no action (including fines) will be taken for non-attendance.

In the first instance (on 8<sup>th</sup> June) Year 6 children may attend along with priority children and those whose parents are key workers. If we deem your child to be a priority pupil, you will have received a phone call making you aware of this.

We regret to confirm that brothers and sisters of Year 6 children will not be able to attend the academy unless they fall into either of the other two categories.

It is then intended that we will invite some more year groups back on the following dates:

**Year 1 - Monday 22<sup>nd</sup> June 2020. (Key workers/priority pupils can attend from 1.6.20)**



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# Kingsmoor Academy



✉ Ployters Road, Harlow, Essex, CM18 7PS

☎ 01279 306136

🌐 [www.kingsmooracademy.attrust.org.uk](http://www.kingsmooracademy.attrust.org.uk)

✉ [admin@kingsmooracademy.attrust.org.uk](mailto:admin@kingsmooracademy.attrust.org.uk)

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**Reception - Monday 6<sup>th</sup> July 2020. (Key workers/priority pupils can attend from 1.6.20)**

**Nursery - Monday 6<sup>th</sup> July 2020. (Key workers/priority pupils can attend from 1.6.20)**

These dates may change if we are not able to safely accommodate them. We will give you as much notice as possible if they do need to change. Assuming that we will need to continue socially/physically distancing until the Summer holidays, based on our risk assessments and school capacity surveys, it is highly unlikely that any other year groups will be asked to attend site this academic year. We very much hope this situation will change by September 2020.

It is important to note that, if we do not have enough staff to safely supervise all of the children attending (this may be because of increased demand for key worker places or staff sickness), we may have to retract the offer for some pupils to attend the academy and revert to home learning. We will obviously give you as much notice as possible if this situation arises.

- **Uniform expectations**

We do not expect children to wear school uniform during the remainder of this academic year but ask that your child has clean clothes every day and sensible footwear.

- **Transport**

Wherever possible, you should avoid public transport. Walking and cycling would be the preferred methods of transport.

If you are bringing your child to school by car, please be considerate to our academy neighbours and park in a safe manner.

If your child uses transport arranged by the school, we have taken the following steps in respect of safety: N/A

- **Dropping your child off and picking up**

To best protect against social gathering at the start and end of the school day, we have staggered start and end times slightly. Please aim to arrive at school as close to the allocated time as possible and maintain a social distance from other family groups. We recommend you discuss this with your child before they attend.



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Your start time is:

**Year 6: 9.30am and your collection time is 2.00pm**

**Year 1: 9.45am and your collection time is 2.15pm**

**Reception: 10.00am and your collection time is 2.30pm**

**Nursery: 9.00am and your collection time is 3.00pm**

**Key worker/ priority pupils: 9.00am and your collection time is 3.00pm**

We have also allotted different entry and exit points to the school for different groups of children. Your child's access to school will be:

**Year 6: The main gate opposite the school office.**

**Year 1: The second gate along from the school office – leads into the main playground.**

**Reception: The second gate along from the school office – leads into the main playground.**

**Nursery: The Nursery gate**

**Key worker/ priority pupils: The main gate opposite the school office.**

A member of staff will meet you at the entry and exit points at the given times and your children will then be directed by a second adult about where they need to go.

We ask that you remain with your child until they are received by our staff. During the day, we may check your child's temperature if they are unwell, including on entry to the academy. Should the reading indicate that they have a high temperature, you will be required to take your child home.

- **Arrangements for lunch provision**

We have assessed the risk of sending your child into school with packed lunches and will not be allowing children to do this. Our caterers are providing meals for any children who is attending site. We anticipate this will be free of charge for the remainder of the academic year but will give you notice if this changes. If your child has any allergies or special dietary requirements (and will be attending school) please do let the academy know as quickly as possible. To minimise movement around site, we will be delivering packed lunches and bottled water to classrooms.

- **Equipment provisions**

To minimise the sharing of equipment within the school environment, we have identified some resources that will not be in use during this extraordinary time. Our curriculum has been adapted to take account of this. Your child will be provided with all the equipment they need in class, pens, pencils etc. This resource pack is for your child to use only. Children will be responsible for storing this safely in their drawer at the end of each day. We ask that you send your child to school with the following equipment: PE kit. Whilst we will be explaining why they shouldn't share their equipment with classmates, it would be helpful if you can reinforce this



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message at home. Any resources that are kept at home should be cleaned on a daily basis, using anti-bacterial wipes, washing up liquid, detergents as appropriate.

- **Parental visits**

To ensure we minimise the amount of individuals entering the school site, we ask that parents do not enter the site for ad-hoc meetings. It is also more important than ever to make sure your child has everything they need for the school day so please do ensure you have supplied them with all the equipment they need. If you need to speak to anyone please call the office on 01279306136 or email [admin@kingsmooracademy.attrust.org.uk](mailto:admin@kingsmooracademy.attrust.org.uk) and a relevant member of staff will be in touch. Whilst your child's teacher is always keen to discuss your child with you, in the current circumstances we request that you telephone the school office and arrange for your teacher to call you back. Thank you for your ongoing support.

Yours Sincerely,

Lesley Brennan  
Principal



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