

Livingstone Road Primary Federation

Livingstone Road Infant School and Livingstone Road Junior School

Executive Headteacher: Mrs S Hayward



Livingstone Road Primary Federation

Together We Can
LEARN LAUGH DREAM GROW

22nd May 2020

Dear Parent/Carer,

Further to my letter on Wednesday regarding the plans we are putting in place for the possible opening of the school from 1st June, I wanted to give you more information on the specifics of the plan. I know for many of you, you will have mixed emotions and concerns over the safety of your child and family if they return to school. I hope this letter begins to answer some of the questions you have and helps give you confidence that your child can return with the Federation doing all it can to keep pupils, staff and the community protected.

Schedule for Reopening

The schools will be closed over half term and until Tuesday 2nd June for Keyworker children. This is to enable us to make all the preparations to the school sites to ensure they are safe for pupils to return to, support social distancing and are easier to ensure regular and deep cleaning. From Wednesday 3rd June the schools will re-open to Year R and Year 6.

	Monday June 1st	Tuesday June 2nd	Wednesday June 3 rd onwards
Yr R	X	X	✓
Yr 6	X	X	✓
Key Worker Group (not including those in YR or Y6 who will return with their year group)	X	✓	✓

Keyworker Groups

From Tuesday 2nd June the keyworker group will become 2 groups and will be in the Junior school. They will be in the Year 3 Classrooms. This is to reduce the number of children in the Infant school.

Class 'Bubbles'

As I said in my letter on Wednesday, in order to ensure the safety of all, year R children will be organised in groups or 'bubbles' of no more than 1:10 and keyworker and Year 6 children in bubbles of no more than 1:12.

This means that in Reception each class has been split into 3 bubbles. Teachers have been asked to support this task by giving input on children's friendships and learning stages, giving a total of 9 bubbles. Year 6 classes have been split into 2 bubbles each giving a total of 4 bubbles. The keyworker group will be split into 2 bubbles.

Each bubble will stay the same until government guidelines change. They will work with the same members of staff and movement around the school and across site will be restricted. Contact with other bubble groups will be limited as much as possible.



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Livingstone Road Primary Federation
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Email: infantoffice@livingstoneprimary.org

Email: junioroffice@livingstoneprimary.org

Drop Off and Pick Up Points

There will be 6 different drop off zones – 3 in each school. Children will not be able to be brought to either school office or dropped off at a different zone. The details of the drop off zone for your child's class is detailed below:

Infant School

Chestnut Class	Elm Class	Fir Class
By the front entrance posts leading to the school office	By the wall leading to the old reading room	By the gate leading to the rear of the year R classrooms

Junior School

Cedar Class	Sycamore Class	Keyworker Groups
Outside the Green Gates in the Junior School carpark	By the chain link fence in the junior school carpark (the path to Kidscape)	By the lamppost near the school office entrance

These entrances will be marked so please do not worry if you are not quite sure where they are!

School Times

In order to reduce the number of parents dropping off and collecting at the same time we will have staggered start and end times each day. Arrival and collection times have been split for each class bubble, so that each drop off and pick up point only expects 1 bubble at a particular time. Drop off/pick up times will be staggered as detailed below:

Infant School

	Group – 1	Group – 2	Group – 3
Drop Off	8.45-9.00	9.00-9.15	9.15-9.30
Pick Up	2.15-2.30 (Fri 11.45 – 12.00)	2.30-2.45 (Fri 12.00 – 12.15)	2.45-3.00 (Fri 12.15 – 12.30)

Junior School

	Group – 1	Group – 2
Drop Off	8.45-9.00	9.00-9.15
Pick Up	2.30-2.45 (Fri 11.45 – 12.00)	2.45-3.00 (Fri 12.00 – 12.15)

Keyworkers

	Group – 1	Group – 2
Drop Off	8.45-9.00	9.00-9.15
Pick Up	3.00 – 3.10 (Fri 11.45 – 12.00)	3.10 -3.20 (Fri 12.00 – 12.15)

The groups for drop off and pick up will also designate the area in which children will have their break and lunchtimes. For example at the Infant school, bubble groups 1 will use the Year 1 playground for break and lunchtime. These break and lunchtimes will also be staggered and lunchtimes will be reduced to ½ an hour.

Please note that we will ask that only 1 parent/carer comes to school with their child to drop them off. This must also be a member of their household. This is to limit the number of adults around the school's site at any one time.

Due to the need to deep clean the schools, the schools will be closed on Friday afternoons to all students.

Classrooms and Resources

Classrooms will look very different, all soft furnishing will be removed and only resources that can be easily cleaned will be accessible. Children will be given their own desk to work at. Each child will have their own pack of resources such as pencils, glue stick, scissors, so that they do not need to share equipment with anyone else. We will try to limit shared resources as much as possible.

Here is a picture of how our classrooms will look:



Staff and Pupils PPE

The 'COVID 19: Implementing protective measures in education and childcare settings' states that: Wearing a face covering or face mask in schools or other education settings is not recommended. The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases. Parents are asked NOT to provide their child with a face mask as the correct viral control management of these is too complex to operate in a school. Some members of staff may choose to wear PPE and this is their right.

Books, toys and other items from home

As part of measures to reduce the risk of transmission we ask that children do not bring in any items from home with the exception of a packed lunch. For children bringing in a packed lunch please provide this in a disposable bag so that it does not have to come home at the end of the day. Reading books will not be sent home as they normally would.

Handwashing and Hand Sanitising

Children will be asked to sanitise their hands before entering either school building. They will be asked to wash or sanitise their hands throughout the school day – this will be done under adult supervision.

Additional Cleaning Measures

All resources and classroom surfaces will be cleaned as necessary throughout the day. The areas of the school used during the day will be cleaned each afternoon once children have gone home. In order to conduct a deep clean of the schools, the schools will close on Friday afternoons each week. This is to ensure a through clean can be completed and that there are enough staff to do so.

Parents, Visitors and Adults on site

Visitors on site will be strictly limited to those deemed essential, such as the catering delivery company, maintenance contractors – where possible they will be asked to attend when there are no pupils on site.

The school offices will be closed. Parents/carers, should contact the school via telephone (01202 806806) or via email (infantoffice@livingstoneprimary.org or junioroffice@livingstoneprimary.org).

Uniform

We have decided that because each day children should come to school in clean clothing (ideally you should wash their clothes as soon as you get home from picking them up at school), children should wear comfortable sportswear and trainers (no football shirts please).

Home School Agreement

I attach to this email our home school agreement for the period of partial re-opening due to Covid-19. Please carefully read this document with your child. Once you have done this please click on the link to complete your child's details and confirmation that you have read it and agree to it. This must be done prior to 1st June.

<https://bit.ly/3g33r5c>

I am sorry for such a long letter, but I needed to set out some of this information for you so that you begin to understand the measures we are putting in place to support keeping everyone safe. On Monday 1st June I will contact individual parents/carers to confirm the bubble your child has been placed in and where you will be dropping off, picking up and the time you should do so.

If you do have any further questions at this time please e-mail j.atkinson@branksome.poole.sch.uk and I will collate them and if necessary send out another letter prior to 1st June to all to confirm the answers – this may be an additional help for any of those of you who are anxious about returning your child to school.

I would like to take this opportunity to thank you once again for your understanding and support during this challenging time.

Kind Regards

Mrs Suzy Hayward

Executive Headteacher