



 **King Edward Primary School**
St Andrew Street, Littleworth
Mansfield, Nottinghamshire, NG18 2RG

 **Headteacher:** Mrs Bridges

3rd January 2020

Dear Parents / Carers,

Firstly, thank you so much for your patience and support as we plan and prepare to welcome children back for the spring term. We hope all our families and children have had a merry Christmas and a happy New Year.

As you will be aware on **Wednesday 30th December** the government announced that secondary schools opening will be delayed to allow testing procedures to be put in place. Primary schools will return on Monday 4th January (unless they are in the government identified high risk areas). Mansfield has not been identified as a high risk area but has been placed into tier 4. If you would like to review the tier 4 guidance please visit <https://www.gov.uk/guidance/tier-4-stay-at-home>.

School staff have been busy reviewing the tier 4 guidance and would like to remind parents / carers of the procedure we have in place to ensure staff, parents and children are protected. In order for everyone to stay safe, we must all work together. This means that all children attending school **must follow social distancing guidelines at home too as instructed with national guidance**, otherwise the risk of infection may be substantially raised for all involved. If any child is displaying any symptoms of COVID19, they must not attend school.

When returning tomorrow you and your child will need to:

- Ensure children are to be accompanied by one adult **ONLY**.
- Parents / carers must wear a face covering (unless exempt). We are asking that you have the printable exemption certificates to hand if requested for by a member of staff.
- Follow the social distancing markers around and do not gather with other parents around the school site.
- Children's uniform should be cleaned daily if possible.
- Children should bring a packed lunch if they are **NOT** having a school dinner and a water bottle (no juice please).
- On PE days, we continue to ask that children come to school in their sports kit.
- No items other than those listed above should be brought into school from home. For now this includes bookbags and other bags. We are unable to distribute birthday sweets or cakes.
- wash hands before coming to school and on returning home.
- avoid touching the railings outside school.



In school we will:

- Be running on a reduced staffing complement due to some staff needing to work from home. Presently this is at a safe level but is under constant review.
- Be continuing with the year group 'bubble' system to minimise the spread of the virus.
- Ensure regular handwashing and sanitising will take place, especially as children move around the buildings.
- Have a more robust cleaning system throughout the day including external touch points.
- Hold whole school assemblies remotely via Microsoft Teams.
- Ensure shared areas and sharing of equipment is minimised and is cleaned after use.
- Government guidance states that we must keep good ventilation around school. This means that windows within classrooms will be slightly open. Please ensure you send your child to school dressed appropriately e.g. Jumpers and cardigans.
- Make sure that any children or staff members' displaying any symptoms will be isolated immediately before being sent home.
- Permit only essential visitors onto the school site.

Staff will continue to collect and release their classes from the entry gates and times from the Autumn term. We must ask that you arrive promptly to ensure that your child is not late into school. If you do arrive late you must wait at the gate near the school office and call us on 01623 472215. The office team will then contact a staff member from your child's bubble to collect them.

The office staff will also be continuing in a 'bubble' of their own. Please can I ask you not to visit the school office where possible and either call us on 01623 472215 or email office7@kingedward.notts.sch.uk. If you do need to enter the reception area you must wear a face covering.

There is no doubt in my mind that the coming weeks will be challenging for our country and our community. With 1 in 3 people allegedly asymptomatic and transmission of the new variant now being more prevalent, the HANDS FACE SPACE advice must be adhered to by us all at all times.

I have throughout this pandemic done everything within my power to make school as safe as possible for both the pupils and my staff and I will continue to do so. The decision on whether to send your children back to school on Monday is yours to make and as a school we will respect whatever decision you make in the interests of the safety of your family. As a community let us focus on supporting and being kind to each other to ensure we get through this together.

Once again thank you for your continued support and if you have any further questions please let us know.

Yours sincerely

Mrs Bridges
Headteacher