



THE DOWNLEY SCHOOL

"Learning, Growing and Succeeding Together"

Faulkner Way, Downley, High Wycombe, Buckinghamshire HP13 5AL
Tel: 01494 527033 Fax: 01494 474485 Email: office@thedownleyschool.co.uk
Website: www.downley.bucks.sch.uk
Headteacher: Ms F Taylor



Thursday 20th August 2020

Dear Parents/Carers,

The full re-opening of The Downley School:

I hope that you have had a restful break.

Thank you for your continuing support through these difficult times. As you are fully aware the government expects all pupils to return to school in September. I understand that you will have some concerns about this. I would like to assure you that we have spent a significant amount of time conducting risk assessments and creating our plan to ensure that when we open fully in September we can accommodate all pupils safely. I have outlined our plans in this letter. We have delayed this communication in order that we are able to provide you with the very latest updates.

The latest publication was released on Tuesday 18th August

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>.

I can confirm that at this time we will be fully opening the school.

Return Dates:

Tuesday 1st and Wednesday 2nd September will be INSET days for staff. School will be closed for all children on these days. We will be welcoming all children (EYFS and Years 1-6) back to school from Thursday 3rd September.

It has been made clear by the government that all children are to return to school in September. The government will be reintroducing fines for non-attendance. The exceptions are as follows: if your child is feeling unwell or if a member of your household is displaying symptoms of Covid19. (The current list of symptoms are a high temperature, a new continuous cough, and a loss or change to your sense of smell or taste. Isolation guidance can be found here:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>.

If you are concerned about a health condition that may make your child higher risk for Covid19, please contact us to discuss. Please keep us informed of any absence and the reasons for non-attendance.

Keeping Children and Staff safe:

Children will be in class bubbles of 30. These "Bubbles" will not mix with each other. This will be done through staggered start times and end of day collection times with dedicated entrances for bubbles. The children will also have staggered break and lunch times:





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Please see the table below for your child's school day timings and entrance/exits:

Year Group	Entrance time	Entrance	Dismissal	Dismissal Entrance
EYFS	9:00	EYFS door	2:45	EYFS door
Year 1	8:30	Side door at front of school	3:05	Side door at front of school
Year 2	8:30	Main gate	3:05	Main gate
Year 3	8:30	Main gate	3:20	Main gate
Year 4	8:20	Main gate	3:10	Main gate
Year 5	8:20	Side gate by Years 5 & 6 playground	3:10	Side gate by Years 5 & 6 playground
Year 6	8:15	Side gate by Years 5 & 6 playground	3:20	Side gate by Years 5 & 6 playground

There will be signage on site and staff to direct you should you be unsure where to go. Children should be left at their drop off point by parents/carers and will walk up to their classroom alone – school staff are on site to support them.

Although pupils will be encouraged to keep to the recommend distance wherever possible, your child's safety will always be our top priority. We understand that maintaining social distancing at all times is not possible with young children, so we have risk assessed and implemented additional safety measures. We know some pupils find it difficult not to make physical contact with others, but this will be strongly discouraged. Pupils will not be able to hold hands or hug others. If this is something you think your child will find particularly difficult or distressing, (e.g. due to SEND needs) please make contact with us and we can discuss.

Two or three adults will be allocated to each group (a teacher and one/two LA or LSA). We aim to ensure that these adults will remain consistently with their bubble. Any interaction with any other adults will be kept to a minimum and reported for tracing purposes.





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We ask that parents and carers support us in maintaining social distancing at pick up time by:

- Only 1 adult coming to the school to collect children.
- Standing in the dedicated pick up area for your child's group (see above).
- Standing at least 2 metres away from other parents/carers as you wait to collect your child.
- Staying in the waiting area until your child's teacher dismisses them; please do not approach school staff without an appointment.
- Leaving the school site as soon as you have collected your child.
- Other than at the end of the day to pick children up, we will not be allowing parents and carers onto the school site.
- If you need to speak to a staff member, please do so by calling the school or emailing in.
- Children will be seated in allocated class seats (except EYFS and Year 1) and will face the front of the room, as specified in the government guidance.
- In the guidance it is recognised that it is not possible to socially distance in classrooms. However, we are implementing all other measures in the system of controls recommended by the government and pupils will be encouraged to distance wherever possible.
- Children have their own folder and can keep their own set of equipment in it. Some equipment will be shared and cleaned down afterwards.
- Our cleaners will clean every day, ensuring the Covid19 cleaning guidance is followed.
- We will operate a staggered lunch and break time.
- Pupils will only interact with their own class bubble and will not share spaces with any other group.
- Each group will have a designated space for eating and playing. Spaces used for eating will be cleaned after pupils eat every day.
- Each class will have a box of play equipment that will only be used by their group.
- There will be no large group gatherings until these are deemed safe.
- We will not be holding or attending sports competitions, consultation events, school trips, performances, or any other group events for at least the first half term.
- There will be no extracurricular (teacher led) clubs until further notice. Further information will follow for any outside agencies who provide clubs after school.

What equipment and uniform does my child need?

Pupils are expected to be in full uniform in September. You can check our uniform requirements on the school website. For parents in EYFS to Year 2 please order your child's Universal packed lunch on the Innovate website: <https://innovate2020.cashlesschool.co.uk/> For those parents in Year 3-6 who also wish to order a packed please follow the same link.

Pupils should bring the following:-

A packed lunch: Please be aware that we are unable to offer hot meals until further notice, so all pupils will need a packed lunch. This can be bought in from home or ordered via Innovate (see above link)





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- A named water bottle.
- A PE kit
- A coat if the weather is cold or raining.
- Pupils may bring a bag for these items if necessary

All other equipment will be provided. It is still important that children do not bring any other belongings into school as this helps us to limit the spread of any infection. Pencil cases can be bought and left in school. We cannot accept pencil cases or any other personal items going in and out of the school building. If your child has a mobile phone, please consider whether it is necessary to have this – phones should only be brought in if you deem them essential for your child's safety.

What if a child or staff member becomes ill at school?

We will be following government guidance on how to manage a situation where staff or pupils become symptomatic. We have created an isolation space in the school. Pupil/ staff will be cared for by a trained first aider who will have access to emergency Personal Protective Equipment (PPE) such as masks, gloves and aprons. Nobody else will be permitted to have contact with the individual. Anybody showing symptoms of Covid19 will leave the site as soon as possible and will not be allowed to return until the recommended isolation time has elapsed.

Any space used by symptomatic individuals will be thoroughly cleaned. Pupils and staff with symptoms will be able to access a test and we will require the results of this test to inform our actions. In the event of a positive Covid19 case, all pupils and adults in the class group of the individual will be asked to go home to self-isolate for the required time. The school will remain up to date with the most current guidance for dealing with Covid19 cases and will ensure this is followed fully. You can access this guidance on the government website. In the event of a positive case, the school will seek advice from the local Health Protection team.

Can my child wear a facemask?

As a school we thought long and hard about the safety and wellbeing of our community. The decision was made that we would provide every child and member of staff with a full-face visor. This was decided as it is the safest and least intrusive PPE for the children. These are optional for the children to wear but it should be expected that staff will be wearing them. Each is clearly named and kept in their individual folders with their equipment. During lockdown, our Key Worker children used these, and they were very successful for those who chose to wear them. If there is a possibility that an individual may make close or inappropriate contact with other, we reserve the right to ask all children to wear their masks until we deem it safe not to.

If you would like your child to wear a face mask, this is allowed, but staff are unable to help children to put these on and children may be asked to remove them in certain situations e.g. speech and language interventions.





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Education from September

We are fully aware that children have missed a significant part of their education this year and you will have concerns about how they will 'catch up' with what has been missed. Please be reassured that we value all the home learning you have managed to do this term. We will be taking some time to allow the pupils to adjust back into school through a therapeutic approach and will then assess pupils' starting points. This will allow us to formulate our 'Catch Up Plan.' We will be limiting social contacts, but we know interventions will be a vital part of supporting pupils. This means some adults will work with children outside of their bubbles to help them to catch up. This will be risk assessed and additional measures in place to keep staff and pupils safe.

Our priority is keeping pupils and staff safe and we hope the information we have provided will support you and your child in being prepared for September.

Please remember that our plan is subject to change in line with changes in government guidance and we will keep you up-to-date as much as possible.

I look forward to seeing you (from a distance!) from 3rd September 2020.

Best Wishes

Ms F Taylor
Headteacher

