



Thundersley Primary School  
Hart Road, Thundersley, Benfleet, Essex SS7 3PT  
Headteacher: Miss E. Dawson  
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22<sup>nd</sup> May 2020

Dear Parents/Carers,

**Re:- EYFS, Year 1 and Year 6 returning part time from 2<sup>nd</sup> June 2020**  
**Keyworker children returning from 1<sup>st</sup> June 2020**

I hope this letter finds you and the children safe and well.

I am writing to you now because you have said that your child will return after half term to EYFS, Year 1 or Year 6. We believe that the decision on whether schools will re-open will be announced on Thursday, 28<sup>th</sup> May 2020. Our provision, therefore, will start on **Tuesday, 2<sup>nd</sup> June 2020** to give us a day to put in place any additional guidance that we receive after that announcement.

Now that we have the numbers of pupils returning, which has allowed us to complete our risk assessments, I can give you further details of our plan. I make no apology for the length of this letter. It is vital that you are equipped with as much information as possible in order for you to be comfortable with your child returning to school.

Our guiding principle in making our decisions on re-opening has been to put the safety of staff, children and you and your families first. We have considered the space and environments that we have, the staff we have available and what we can realistically do in terms of cleaning and social distancing. We have come up with a plan to cautiously transition pupils back to school in greater numbers whilst simultaneously maintaining the home learning offer for those pupils who are not attending. We have ordered the recommended PPE in large quantities to reassure staff. We are continuing to review a risk assessment that helps to mitigate as much of the risk that COVID-19 presents, and that allows us to be a COVID-19 secure environment.

The risk assessment is full and thorough and as I suggested might be the case in my last letter, we have concluded that at our school it is not possible, or indeed safe, to have all EYFS, Year 1 and Year 6 children on site at the same time. We have therefore devised a part time offer which will mean that children attend two days per week – either Monday and Tuesday or Thursday and Friday.

Our approach is justifiably cautious. As well as prioritising your child's physical safety from COVID-19 we also know that it is vital that we take into consideration their emotional well-being. Many of you expressed concern on the Re-opening survey about how your child would feel coming back to a strange environment so our aim has been to ensure that all children will have either an adult with whom they are familiar or are in their own classroom base or wherever possible, both.

***Please note that if your child currently attends the Keyworker provision, this will continue and your child will remain in that group. This is to ensure that we will continue to be able to offer you full time provision.***





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We have undertaken a full and comprehensive risk assessment and below is a condensed version of the information I think you will require in order to give you a clear picture of what you can expect on your child's return to school.

Risk / Concern	
The part time offer in small groups for EYFS, Y1, Y6 and Keyworkers' group	<p><b>School will be open to EYFS, Year 1 and Year 6 children from Tuesday, 2<sup>nd</sup> June 2020. Children in the Keyworkers' group will attend from 1<sup>st</sup> June 2020.</b></p> <ul style="list-style-type: none"> <li>The children will be divided into two groups A and B. Group A will attend on Mondays and Tuesdays in bubble groups and Group B will attend every Thursday and Friday in bubble groups.</li> <li>Following Government guidelines and measuring our classrooms, groups will not be bigger than 15. At present, with the numbers we have, groups will be considerably smaller than this.</li> <li>Social distancing cannot be guaranteed, especially within the bubbles with young children, but we will do all we can to ensure this.</li> <li>A deep clean will be performed in classrooms each Wednesday ready for Group B attending at the end of the week and again on Friday, after school, ready for Monday.</li> <li>Children in the Keyworkers' group will continue to be offered full time. They will be housed in the Yellow Building, separate from the other groups.</li> </ul>
Uniform and Equipment	<ul style="list-style-type: none"> <li>For practical reasons, children will not be asked to wear school uniform, so that fresh clothes can be worn each day.</li> <li>EYFS/Y1 children need clothing and footwear that they can manage themselves e.g. no shoe laces, no dungarees, no zip-fly trousers/shorts unless children can fasten/unfasten them independently as we cannot assist them.</li> <li>They should wear trainers to enable physical activity. PE kits will not be used.</li> <li>We ask that the children bring with them only their lunchbox, break time snack, drink bottle and a reading book from home if possible. Packed lunch needs to be easily manageable for EYFS/Y1.</li> <li>Each child in EYFS and Year 1 will be assigned their own personal pack of equipment.</li> <li>Year 6 children should bring their pencil case to school and leave it on their desk for their two days, then take it home ready to bring back the next week.</li> <li>If you feel it is necessary for your Year 6 child to have their phone they may do but at your own risk as they cannot be collected in and taken to the office and will be stored in your child's tray.</li> <li>School equipment such as reading books, will <b>not</b> be sent home at this stage.</li> <li>As the weather is likely to be warm, please ensure that your child is wearing all day sunscreen and has a hat. EYFS/Y1 need to have sunscreen applied before they come to school. Year 6 need to apply before school and can also bring their own labelled sunscreen with them.</li> </ul>





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Social Distancing for Drop offs and Pick ups	<ul style="list-style-type: none"><li>Parents and children are encouraged to walk or cycle where possible and avoid public transport at peak times.</li><li>If Year 6 children have been used to walking to school, we would encourage them to do so again. This will support them in their transition to Secondary School and also decrease the number of parents coming to the school gate. We understand that in the first few days you may want to accompany your child.</li></ul> <p>Drop of and pick up times will be as follows:</p> <p><b>DROP OFF</b></p> <table><tr><th>Group</th><th>Time</th><th>Where</th></tr><tr><td>Key workers</td><td>By 8.30am</td><td>Parents of this group can continue to take the children around to the Yellow Hall as they will be here before all other groups. Breakfast Club will continue to be offered to this group.</td></tr><tr><td>6</td><td>8.45am Prompt</td><td>Children enter by main school car park where the classrooms are and stand on a blue spot.</td></tr><tr><td>1</td><td>9.00am Prompt</td><td>Children enter by main entrance to school, welcomed by a school adult at the gate and then go and stand on a blue spot with their teacher ready to go to the classroom. Children ONLY enter by the gate.</td></tr><tr><td>EYFS</td><td>9.20am Prompt</td><td>Parents/Children enter down the Little Handprints' (Children's Centre) driveway, parents drop child to school adult before leaving following arrows.</td></tr></table> <p><b>PICK UP</b></p> <table><tr><th>Group</th><th>Time</th><th>Where</th></tr><tr><td>6</td><td>3.15pm Prompt</td><td>EXIT main school car park.</td></tr><tr><td>1</td><td>3.00pm Prompt</td><td>Main entrance - children wait on a spot in the front playground and will be released to their adult at the gate.</td></tr><tr><td>EYFS</td><td>2.45pm Prompt</td><td>Little Handprints' driveway - child released to their adult from the gate.</td></tr><tr><td>Key-worker</td><td>3.15pm Prompt</td><td>EXIT main gates. Treetops will continue to be offered to this group.</td></tr></table>	Group	Time	Where	Key workers	By 8.30am	Parents of this group can continue to take the children around to the Yellow Hall as they will be here before all other groups. Breakfast Club will continue to be offered to this group.	6	8.45am Prompt	Children enter by main school car park where the classrooms are and stand on a blue spot.	1	9.00am Prompt	Children enter by main entrance to school, welcomed by a school adult at the gate and then go and stand on a blue spot with their teacher ready to go to the classroom. Children ONLY enter by the gate.	EYFS	9.20am Prompt	Parents/Children enter down the Little Handprints' (Children's Centre) driveway, parents drop child to school adult before leaving following arrows.	Group	Time	Where	6	3.15pm Prompt	EXIT main school car park.	1	3.00pm Prompt	Main entrance - children wait on a spot in the front playground and will be released to their adult at the gate.	EYFS	2.45pm Prompt	Little Handprints' driveway - child released to their adult from the gate.	Key-worker	3.15pm Prompt	EXIT main gates. Treetops will continue to be offered to this group.
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Bubble Groups	<ul style="list-style-type: none"><li>There will be a maximum of 10 children in an EYFS or Y1 'Bubble Group' and 15 in Y6 at one time, however it is likely the number will be less than this. There is no negotiation over the 'Bubble Group' a child is allocated to.</li><li>These children will not mix with any other children throughout the day. The bubble will use an EYFS, Year 1 or Year 6 classroom and will spend much of the time outdoors. We are lucky to have such huge grounds so with good planning can keep the bubbles apart relatively easily.</li><li>On the website, you will find a photo of all the classes. Click on:- <a href="https://www.thundersleyprimary.co.uk/web/welcoming_children_back_to_school/483923">https://www.thundersleyprimary.co.uk/web/welcoming_children_back_to_school/483923</a></li></ul>																														





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Resources, Hygiene and Cleaning	<ul style="list-style-type: none"> <li>There will be regular education regarding social distancing, hygiene and practical hand washing throughout the day and there will be extra cleaning of the school premises and equipment.</li> <li>Only certain resources will be used, ones which can be cleaned easily, others will be removed or not used. Pupils will be allocated a pack of equipment e.g. work book, pencil, age appropriate resources etc. This is kept at school, named, only to be used by one pupil. This is to avoid spread through contact with stationery.</li> <li>All feedback to pupils on their work will be verbal.</li> <li>Children will wash their hands many times in the day and before leaving school. Please email the Office if your child has any allergies we are unaware of, including to hand wash/sanitiser.</li> <li>High touch areas as identified by the school will be cleaned every day at 10.30am and 12.30pm. This includes - toilet handles, door handles, taps, sinks and table tops.</li> <li>In addition, the school is cleaned daily.</li> <li>On Wednesday and Friday, there will be a deep clean of all areas used.</li> </ul>
Ventilation and Distancing	<ul style="list-style-type: none"> <li>Doors around the school will be kept open to avoid the need to touch surfaces in order to move around (which will rarely be needed) and windows will be open to allow for ventilation.</li> <li>A one-way system around the school is in place to minimise contact.</li> </ul>
School Lunches	<ul style="list-style-type: none"> <li>Lunches will be eaten in the classrooms and children will eat at their desk or outdoors if the weather is fine. Lunch time will be half an hour.</li> <li>Free packed lunches will be available for all EYFS and Y1 children and those who qualify for FSM in Year 6. If you would like your child to have a packed lunch provided for the days they are in for the next 3 weeks, please email <a href="mailto:admin@thundersley.essex.sch.uk">admin@thundersley.essex.sch.uk</a> by Thursday, 28<sup>th</sup> May 2020. If you do not require the school to provide a free packed lunch, please ensure that your child's packed lunch is clearly named and all contents are easily manageable for your child.</li> </ul>
Curriculum	<ul style="list-style-type: none"> <li>We realise this is all very odd for our children and may make them anxious. Their well-being is our first priority.</li> <li>Children's learning at school will reflect the same format which is set for pupils at home, so that learning is continuous through the week. It will therefore be important that children continue their learning at home. At school though children will have teacher input and we hope this will help you with the learning at home.</li> <li>Children will spend as much time outdoors as possible, depending on the weather, to reduce the risk of infection.</li> </ul>
Behaviour	<ul style="list-style-type: none"> <li>We will support children as much as possible to cope in these strange circumstances through consistent routines, clear expectations and as always excellent relationships – albeit at a distance.</li> <li>However, as a school we will look at an addendum to the Behaviour Policy to remove the offer of a place to those who cannot cope effectively emotionally or behaviourally with the new arrangements (after being given a period to adjust to them).</li> <li>As always, we will work with parents to support and communicate.</li> </ul>





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PPE	<ul style="list-style-type: none"> <li>PPE is recommended by the Government only for staff dealing with pupils who show symptoms, require first aid or who need "intimate care", as well as for cleaning.</li> <li>However, all TPS staff will be provided with PPE. As the DfE does not require that we provide PPE, it will be up to individual staff members if they would like to wear it. As a result, staff may look different to the children. It would be prudent for parents to discuss this with their children, particularly younger children, before they return to school.</li> </ul>
School Office / Visitors	<ul style="list-style-type: none"> <li>The Office reception at the front of school will be shut at pick up/drop off times. All queries are to be dealt with by phone/email.</li> <li>No visitors will be permitted to come into school, unless it is an emergency.</li> </ul>
Attendance	<ul style="list-style-type: none"> <li>For those that access the provision, our normal protocol for non-attendance applies - if for a particular reason, your child cannot attend school one day, please communicate with the School Office before 9.15am. If we do not hear from you, then we will attempt to contact you via telephone. If we cannot contact you, in line with our Safeguarding Policy, we may carry out a home visit or call the police to do a welfare check to ensure you and your child are safe.</li> <li>Should your child or a household member develop symptoms of COVID-19 (persistent cough, temperature and/or loss of smell or taste) please inform the school immediately, organise a test and self-isolate for 14 days. If a child or adult tests positive for COVID-19 in the bubble group, the whole group will be required to self-isolate for 14 days.</li> </ul>
Pastoral Support	<ul style="list-style-type: none"> <li>The school will continue to provide pastoral support as needed via Mrs Godier and the BATIC support services and the SLT.</li> <li>Please contact the School Office via telephone or email <a href="mailto:support@thundersley.essex.sch.uk">support@thundersley.essex.sch.uk</a> should you require any advice or support.</li> </ul>
Clubs	<ul style="list-style-type: none"> <li>There will be no provision of before or afterschool clubs in the summer term due to limited staffing and the requirement for 'bubble groups' not to be mixed.</li> </ul>
Our expectations of Parents	<ul style="list-style-type: none"> <li>If possible, please take your child's temperature before they arrive at school. Our guidelines are that taking children's temperatures as they arrive at school is not necessarily a reliable indicator, so we will only take a child's temperature if we are concerned about them.</li> <li>Please make sure that you are following social distancing rules when the children are not in school. Children should not be playing with other children other than those in their household.</li> <li>Please be positive with your child about them coming back to school. You may be anxious and they will pick up on that. We will be playing happy music as they arrive and cannot wait to see them!</li> </ul>

With this letter you will receive a letter saying which group your child is in, the room they will be in and the staff members. We will not be making any changes to these.

I realise that there is a lot of information to take in here. It needs to be made clear that any of the above may change with a change in Government guidance or if, in practice, the school feels that the current implementation is not safe enough. The Government has also been clear that if parents do not want their children to return at present, which is an understandable decision that we respect entirely, there will be no fines issued for absence.







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We hope that you will see from our plans that we value and prioritise the safety and health of our school community and are working through the challenges of returning to school with the wellbeing of everyone guiding what we do.

Finally, thank you. Thank you for your patience, engagement with the school and keeping the home learning going – which we know can be very difficult! You are all doing a terrific job in a very tricky situation. Thank you also for your wonderful messages to the staff for 'Thank a Teacher Day' – they were very much appreciated and made everyone quite emotional. What a wonderful community we are!

Stay safe, take care.

Yours sincerely,

**Miss Emma Dawson**  
**Headteacher**

