



**PURBROOK INFANT SCHOOL**  
**ALDERMOOR ROAD EAST, PURBROOK PO7 5NQ**  
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**Headteacher: Lisa A de Carteret**  
**Assistant Headteacher: Paul Stray**  
**Business Manager: Hazel K Dean**



26 February 2021

Dear Parents/Carers

Thank you so much for your patience over the last week whilst we have been working through the latest government guidance and putting together a risk assessment and plan to ensure that all children can return safely to school on 08 March 2021.

We are so excited to finally welcome everyone back... again and get back to some form of normality, hopefully for the final time! It hasn't been the same in school over the last few weeks without the smiles and laughter of **all** of our children!

Our plan is now in place and ready to share. The risk assessment is going to be reviewed by our governors next week for final ratification and will then be uploaded to the school's website so this can be shared within our community. We will inform you once this is live.

School will be open to **all** children from Monday 08 March 2021 and attendance and punctuality is mandatory, as laid out by the government and the Local Authority.

### **Staggered start and finish times**

In order to adhere to the government guidelines, and having listened to our parents' views over the last few months, we have made a few changes to the staggered start and finish to the day, these will now be:

- Year 1: 8.30am – 3.00pm
- Year 2: 8.45am – 3.15pm
- Year R: 8.45am – 3.15pm

It will be busier with all the children back and we still need to maintain social distancing and reduce the risk of transmission as much as we can. We will therefore continue with a ten-minute window only for drop off any late comers will have to come to the office. Those who are late in dropping their child off will have to enter through the main office door with a late card. Children who are collected late will go to a Beehive bubble.

The one-way system that has been in place previously will change slightly to try and reduce the bottle neck at the back gate, and to try and make split drop offs easier where we can. Childminders can continue to have a pre-arranged pick up/drop off time with teachers. This will have to follow the pattern of earliest pick up/latest drop off.

The wearing of masks remains mandatory when entering the school site unless you have a medical exemption.

## Doors for drop off and collection

Robins	Kingfishers	Wagtails
Class door	Class door	Class door
Please enter and leave the school site through the <b>back playground gate</b>	Please enter and leave the school site through the <b>back playground gate</b>	Please enter and leave the school site through the <b>main front gate</b>
Blackbirds	Doves	Woodpeckers
North door	Library	South Door
Please enter and leave the school site through the <b>back playground gate</b>	Please enter and leave the school site through the <b>back playground gate</b>	Please enter and leave the school site through the <b>main front gate</b>
Eagles	Kestrels	Owls
South door	North door	Music door
Please enter and leave the school site through the <b>main front gate</b>	Please enter and leave the school site through the <b>back playground gate</b>	Please enter and leave the school site through the <b>main front gate</b>

### In class bubbles

Following the government guidelines, we have decided to reduce the risk of transmission of COVID-19 by working in class bubbles until at least Easter. We will then review this based on current data and how many members of our vulnerable staff have received a vaccine. Some children will mix in small groups for catch up work. By working in this way, the children will still have access to a full, broad and balanced curriculum and we will be able to provide catch up sessions, yet we are still minimising the risk.

The children will still be required to wash their hands more frequently and this includes:

- Arrival in school
- Before eating
- After eating
- Moving from room to room
- Coming in from play

Please continue to provide hand cream in a sealed, named bag as regular hand washing can cause sore, dry redness to the skin. Although the sun is beginning to shine, we will still be ventilating the rooms throughout the day so ensure the children are dressed warmly and in school uniform. (We have a vast amount of nearly new uniform in the reception lobby, including summer dresses, if you need to pick up some bigger sizes. This is a donation of your choice as we appreciate the shops are closed and tricky to access and children this age grow fast)!

PE and forest school will continue to take place and this will be on the original rota basis (timetables will be shared prior to starting). We are going to continue to ask the children to come to school in their PE kits and Forest school clothes on these days. It was a positive change that parents and teacher alike preferred.

### Attendance

The children will be expected to be in school every day and we will be taking a legal register to record this. Any non-attendance or lateness will be reported to the local authority as it was prior to the COVID-19 pandemic. Holidays **will not** be authorised at this stage as it is crucial the children do not miss any more school this academic year. If you have concerns around this, you will need to come and see me as soon as possible. The children will need to be school ready, in uniform, with a book bag, sun hat, sun cream and a coat.

### **Wrap around care**

Breakfast and Beehive **will** reopen and run as it was before the lockdown. Unfortunately we cannot run this in class bubbles; we will aim to minimise the risk of COVID -19 by running the wrap around care in year group bubbles with additional handwashing, cleaning and ventilation. If your child had a place in our wrap around club before or during the lockdown this will automatically be open to you and will continue. If you hadn't previously used our clubs but now require a place please let the office know ASAP. If you would normally attend Beehive or Breakfast Club but you do not currently need it, but will in the near future please also let the office know so we do not invoice you for something you are not using.

### **Shielding**

If your child has received a shielding letter from their GP please contact the school prior to starting school on the 08 March 2021, please ask to speak to myself.

I hope this is clear; our aim is to ensure the children and staff feel that school is normal and safe but at the same time we want to minimise the risk of transmission. If you have any worries or concerns please call the office to talk them through. My door is always open, and we will always be open and honest with you so please do not hesitate to make contact.

Best wishes and stay safe.

Yours sincerely



Mrs L A de Carteret  
**Headteacher**