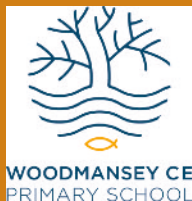


# SEPTEMBER NEWS

8th September 2020 Volume 4 Issue 1



This newsletter is posted on the website:

[www.woodmanseyprimary.school](http://www.woodmanseyprimary.school)

From the website it is possible to click on the **SCHOOL BLOG** which is an online photographic diary of life at the school.



## Working together

Dear Parents, Carers, Governors, Friends, Staff and Pupils

Welcome back!

Particularly a warm welcome to those starting at Woodmansey CE Primary School for the first time in various year groups including our new starters in the Foundation Year - what a memorable start!

Of course we are also welcoming back children who saw very little of school, if any, since the end of March. That surely must never happen again. I imagine many children and staff will have a mixture of excitement and nervousness about the next few days, but I am also confident that we will all feel happy and confident once we have all crossed the threshold and realise that Woodmansey CE Primary School is back and full of life and learning. I know how much I am looking forward to hearing the classrooms filled with the voices of our wonderful children.

As you will know Mr Taylor joined our school family at the height of the pandemic and has taken to the role like a duck to water. He has thoroughly enjoyed gradually meeting some of you as you came back in June and is very much looking forward to meeting the whole school family. I am indebted to him for transforming our school into a shiny new pin over the holidays. I think his new favourite toy is the carpet cleaning machine!

I wrote to parents at the end of July with the full details of the arrangements for the reopening of school; so in this newsletter I am going to highlight just the key points, but I refer parents/carers to the August Newsletter for the full details. The key issue for parents and pupils alike is the drop off and pick up arrangements. I am mindful that for roughly half of the parents, the arrangements are fairly familiar but for the other half including new parents of the Foundation Year

20/21 there is a whole new world to get used to. However, my team and I will be out in force to support you through the one way routes, yellow lines and stars.

Even for those who are familiar with the arrangements, the speed and numbers involved will feel very different. It is vital therefore that everyone follows the arrangements, even if they may appear a little long winded. Please remember the only entrance to the school site is via the pedestrian gate near the school hall.

Obviously the systems are to support social distancing, but parents and pupils must play their part in this, particularly at pinch points. Systems will speed up as families become more familiar with the set-up.

In advance, thank you for your cooperation.

## A REMINDER TO US ALL TO MANAGE OUR OWN RISK

**We all depend on each other to do the right thing.**

As we begin the new school year there will be a lot of the extras that we still will not be able to provide. These are often the things which mean a lot to our pupils and parents. I see it as my job to firstly reestablish the effective teaching and learning for our pupils, reducing the opportunity for Covid 19 to spread in the school as far as we possibly can.

Secondly I will endeavour to gradually reintroduce events and activities in a new way, so that we can ensure that all that we value in the school and the enrichment our children deserve can still occur. This will be necessarily a step by step approach but already arrangements are in place to ensure that Music Lessons and clubs can restart in the coming weeks.

As we cannot hold assemblies across the bubbles, this has a particular impact on things like our Harvest Festival, and Remembrance service. However the school will still come together remotely for a weekly assembly, filmed as they were during Lockdown. This will enable us to recognise special events and

celebrations. There are already clear implications for our Christmas Celebrations, but plans are already being prepared for these.

There will be no harvest market this year, but our focus will be on collection for the Beverley Food Bank.

We normally hold special meetings for parents/carers of FY regarding phonics and maths and also for parents/carers of Y2 and Y6. These will be held remotely or filmed.

We believe that pupil photographs will be taken, but we will confirm the dates when we can.

Consultation Evenings will be held remotely.

Those parents/carers who are used to their children being in school throughout lockdown are very familiar that access to the school office is not possible without prior appointment. Similarly teachers are not available to have discussions with parents/carers at pick up and drop off times. This will definitely be the case in the short term. However, parents/carers seemed to adapt well to this new reality. I or a member of my team will be around to help, but email should be used to communicate messages and priority messages by telephone. As there is a much quicker turn around with double the children in September, there will have to be a sense of purpose from everyone.

Parents/Carers are however asked to always have a face covering available in case there is a need to come into school.

As I indicated in previous letters, I would like parents/carers to know that the overriding priority is the care of all our school community. We also recognise that schools are a fundamental cog in the ability of society to get back to normal. It is therefore my duty to do all I can to support that. I will not however hesitate to cancel, delay, postpone or reverse provision if I believe the risks cannot be managed. I also

**Look to the future with confidence.**

**Take responsibilities seriously.**

**Trust in those who care for us.**

**See the World as it could be.**

reiterate the following. We must recognise that we are all in a process of returning to a new normal. We are managing the running of the school in light of a very different world to the one we left in March. Initially, this is a reflection of the apparent reduction in the risks, but secondly a reflection that all of us for the time being, need to manage our lives, families and work within the context of the virus. Everyone, every day will have to risk assess his or her own practices in our own lives to protect ourselves and our loved ones. This is the new reality and will remain so until a vaccine is found. The greatest strength we all have, is to manage our own risk and that of our families and children. We manage that by the way in which we reduce every risk whenever we go for a walk, a cycle ride or visit a shop or hospitality location. We manage that by our own hygiene practices at home, in the street, in the shop, in school. We manage it by the way we will strictly follow our plans in school.





## The next phase: Opening a Full School in September 2020

### Full details can be found in the August 2020 newsletter.

Woodmansey CE Primary School will open for pupils on Wednesday 9th September 2020. Every child in Year 1 to Year 6 is expected to attend. The Foundation Stage children will have a shortened session on the first three days, prior to starting on Monday 14th September 2020. FY parents have already been contacted with their allocated session.

Parents are already aware that staggered times are to be scheduled so that there are no more than 30 parents on a playground at a time. Stars will show parents where to stand and the "Yellow Brick Line" will continue to provide a safe path in and out of the site.

The choice of the "Yellow Brick Line" is deliberate, to make it seem a little less strange and a little more fun for the children, particularly the younger ones. It remains however a very serious matter, that we must keep distant, we must keep all children with us and we MUST follow the "Yellow Brick Line" even if it seems a long way round. We must remember in September we shall have double the pupils attending then we had in July and getting everyone through the system in just 30 minutes, rather than 45 we had in July.

Half of the parental body are used to the systems of drop off and pick up and have adapted well to the new normal. Half of parents have little or no experience of the system. These parents will be supported by Mrs Nicholls/Mrs Scott/Mrs Fisher through the one way system, but parents are asked to prepare themselves that it is rigid and time consuming and is plan which will only work with understanding and cooperation.



## A message from the East Riding of Yorkshire Council

The entire population has a role in keeping the East Riding COVID-safe. To do so, the people of East Riding are being asked to follow some simple guidance: Prevent, Notice and Act.

1. Prevent by keeping your distance and washing your hands
2. Notice the symptoms of COVID-19 (high temperature, new continuous cough, loss/change to sense of smell/taste)
3. Act by getting tested and staying home

If everyone follows these simple steps we can help to save lives and ensure the East Riding is a safe place to live, work, shop, learn, play, invest and visit.

### System of controls

In welcoming all pupils back in the autumn term, all schools are required to adhere to a system of controls that focuses on a series of enhanced hygiene measures to minimise risks and create a safer environment for pupils and staff.

## RETURN TO THE NEW NORMAL Q&A

### What are the guiding principles?

There are seven principles for the reopening of the full school in September.

1. Keeping everybody safe.
2. TRACK and TRACE. This is to ensure that if there is a positive test result for Covid 19 in a pupil or member of staff, the whole school does not have to close, but a clear understanding of the close contact between people enables an effective isolation ensuring there is no spread of the virus in school.
3. Maintaining children in Key Stage Group Home Bubbles ( EYFS/KS1 & KS2)
4. For children to have as near normal an experience of school as possible with a full restoration of high expectations, pace and challenge.
5. To offer a system which recognises the place the school plays in the daily lives of parents.
6. Putting in all the necessary strategies to fill gaps in learning following the lockdown across the summer term.



## Timing will be everything!

•Staff will be ultra organised and prepared. Timing will be everything; staff will be prompt particularly re pick up and drop off arrangements. Teachers will not be able to engage in conversation with parents/carers at these moments. Mrs Nicholls will indicate to a parent to move aside however if there is need to deal with an issue.

## What will be the arrangements for dropping off and collecting children?

•These remain the most vulnerable times of the day. There will still be staggered start and finish times for different groups of children. This is to ensure that parents/carers can maintain social distancing. There will be no more than 30 children being collected at a time on the playground.

•The timings are much tighter than in the Summer Term and will deal with twice the number of children, it will be even more important than before that this is not seen as a time for socialising and parents/carers are asked to be prompt, not too early.

### •Timings for drop off are as follows:

- 08:30 Nursery & Foundation Stage
- 08:40 Year 1 & 2
- 08:50 Year 3 & 4
- 09:00 Year 5 & 6

### •Timings for pick up are as follows:

- 15:00 Nursery & Foundation Stage
- 15:10 Year 1 & 2
- 15:20 Year 3 & 4
- 15:30 Year 5 & 6

•If a parent is late for pick up, children will be taken back to their Home Bubble and the parent/carer will be asked to phone the school office and they must wait on a star in the car park. Their child/ren will meet them there. If a teacher is not present, the child will be placed in the relevant tea club bubble for collection.

•If a parent is late for drop off, similarly the parent must follow the same procedure while the site remains open.

•If parents of 2 or more siblings feel the above timings will cause problems then please email and we will work together to find a solution.

•**The Crossing Patrol will be operational throughout the drop off and pick up periods so it is vital that those picking up by car observe of the parking restrictions and keep distant from the Crossing Patrol wardens. Traffic wardens will be issuing parking tickets from the first day of the school year onwards.**

•**PLEASE DO NOT PARK IN ACROSS THE YELLOW ZIG ZAG LINES, OPPOSITE OR IN FRONT OR ANYWHERE NEAR THE CROSSING PATROL.**

•**The car park will re-open for parents/carers with a blue badge, but this will close at 8.20am and open after 9am once the last parent has left. In the afternoon the car park will close at 2.50pm and re-open after 3.30 once the last parent has left the site. If a parent/carer is using the car park because they are a blue badge holder they must be prepared to wait. The gate will not open until the site has cleared.**

•Clear directions will remain with, the one-way system and the yellow “brick line” path, to guide the movement of parents around the site, which will be mandatory. Please refer to the map at the end of this letter. There are lines and stars painted at key movement points to ensure that parents can keep safely distant from each other. A film will be posted on the website to demonstrate the system. For those who had children attending school in the Summer Term, there is little change except that yellow line has been extended to incorporate the stars in front of the foundation stage door. For those for whom this is a new experience, it can be a little bewildering at first so please do watch the film in advance.

•Parents stand on stars painted on the playground keeping parents socially distant and there will be a formal visual hand over, during which **parents will stand still and wait for all children to be matched to their parent/carer at pick up times or to their teacher at drop off times. This will take longer than normal.** A member of staff will then indicate that parents and children can join the one-way system to leave the site, ensuring all other movement has stopped. ‘Groups’ of parents will be asked to leave at brief intervals at a time to avoid a potential bottleneck at the school gates. Parents will not be able to engage in conversation with staff. If a parent has an urgent message it should be sent to the teacher before 8am as teachers will check their emails at 8am. To be doubly certain, the email could be copied to the [woodmansey.primary@eastriding.gov.uk](mailto:woodmansey.primary@eastriding.gov.uk) address. **If however the message is important regarding the safety of a child, a phone call to the school office is essential.**

•Only one parent/carer can enter the site per child. Secondary aged pupils cannot enter with a parent, though if old enough, may be the sole carer at pick up. Parents with toddlers must keep their toddlers by their side at all times. I cannot stress this enough.





**PLEASE FOLLOW THE  
YELLOW LINE ONE WAY  
SYSTEM**

***Ensuring Social Distancing***



## What are the arrangements for the Breakfast and Afternoon Tea Clubs?

- I appreciate that having staggered times is not conducive for parents with siblings however to support parents the Breakfast and After-School Clubs will be fully accessible.
- There will be 2 Breakfast Clubs and 2 After-School Clubs running to allow for EYFS/KS1 bubble and a KS2 bubble. The EYFS/KS1 Breakfast Club/ASC will run from the Y 1/2 classroom and the KS2 Breakfast Club/ASC will run from Year 3/4.
- Drop off/collection for the EYFS/KS1 Breakfast Club will be from the main playground door and the KS2 from the Y3/4 door. Parents dropping off must maintain social distance and follow the one way system around the site.
- Although the school is closed for the summer, Mrs. Scott has kindly agreed to take bookings across the holiday. Please email [woodmansey.primary@eastriding.gov.uk](mailto:woodmansey.primary@eastriding.gov.uk)
- The Afternoon Tea Club will be organised from the same rooms. The EYFS/KS1 club will run from 3.15pm (supervised by teachers for 15mins) to 5pm. The KS2 club will run 15.30 to 5pm with 10 mins supervised by a teacher. Pick ups will be from the same doors as the drop off.
- Everyone who has already requested places will be granted a place. A confirmatory email will be sent. There remains a lot of space for additional bookings..
- Drinks will be small cartons of juice. Food to be served on the plate to the child by the adult - not 'self service.'

## How will the children be organised during the day?

- Children will be back in their normal class groups and will be able to also work together as such. Because of the smaller numbers I have had confirmation that we are able to identify EYFS & KS1 as 1 bubble and KS2 as another. This means that they will also be able to play together and attend clubs together within a year group organisation.
- Each Bubble will be not work or mix with the other bubble.
- The children of each class will enter their classroom via the normal door with Year 3/4 using the external classroom door. Cloakrooms will reopen for the children EXCEPT Y5/6 (items will need to be stored safely under tables and on backs of chairs) due to the close proximity to Y1/2 toilets and cloakroom. Children however, will not be otherwise allowed in corridors unsupervised except to go to their designated toilets.
- We will all have to take the opening of school just as seriously as we did in June. We cannot be relaxed about it.

## Are water bottles available?

- Water bottles should still be brought to school, but please ensure names are clear on the lid. We can do this for parents/ carers if necessary. Every child is entitled to one new bottle, free per year. **New covered lids are now available and any new bottles given from September will be provided with a new style lid for free. Parents and children will be pleased to know that our new stock of bottles are eco friendly, because not only are they not single use plastic, that are now compostable.**

## What if my child's teacher is absent for a non-covid reason?

- Cover will be provided just as it is now. Often this is using a member of staff from within the team. This remains the most effective way to ensure effective continuity of learning.
- On the rare occasions a supply teacher is brought in that teacher will maintain a 2m distance from the class.

## Will there be assemblies?

- The size of the school hall means gathering class groups is tricky. Classes should hold daily class assemblies and acts of worship.
- The Friday worship will continue to be filmed and watched on a Friday afternoon by the whole school in classes.
- Parents, I am afraid, are still unable to attend.

## Will other staff teach my child for example in PPA sessions?

- Yes, but the teacher will maintain a 2m distance from all the children in the class.
- Gymnastics will be continuing, mats and equipment should be sprayed after the full session. Each afternoon only children from the same year group/home bubble will be using the equipment.







**ONLY ONE PERSON AT A  
TIME IN THE CORRIDOR  
PLEASE, DO NOT PASS.**



## How will lunchtime and refreshments be managed and the impact on PPA time?

- Parents can pay for school meals as they have in the past plus the introduction of 'School Money' from September - separate information will be sent about this. Children select their meal choice at registration as normal. We ask that the majority of payments are made on line using School Money.

There will be a choice of the hot meal of the day followed by a pudding **and the option of a yoghurt or fruit**. Jacket Potatoes remain available with the topping of the day.

Meals will be served "on wheels". Meals will be placed one at a time with cutlery on a table in the corridor outside each Home Bubble, so that the Lunchtime Server does not enter the rooms. Children may choose to bring a packed lunch. Children in the FY and KS1 are still entitled to a free school meal. The same applies to those in other year groups who qualify.

- Each Class will have their own dedicated lunchtime supervisor who will disinfect the tables at the start and end of the lunch-break. The same supervisor will take the children onto the playground at the time specified above. At the end of each lunchbreak, the supervisor will bring their own class in (no need to queue), to be in place ready for a prompt start to lessons.
- PPA will continue to be covered by Mrs Barber. The PPA times will return to their original days.



## What if my child is ill?

- First Aid cover is maintained and we are able to support children who are feeling poorly or have had an accident in the normal way. Should a child be 'sick' or have an "incident" PPE will be worn, not that sickness or diarrhoea are symptoms of Covid 19, but as a precaution, as the virus could display no symptoms and yet bodily fluids could cause a spread of the contamination.
- If a child is sick on furniture or floor, our usual granuals will be used followed by cleaning and disinfection.

## Who will teach my child?

- Children will be taught by their class teachers as described in the letter of June 2020. PPA activities will resume, though teachers will move from room to room rather than the pupils except for PE.

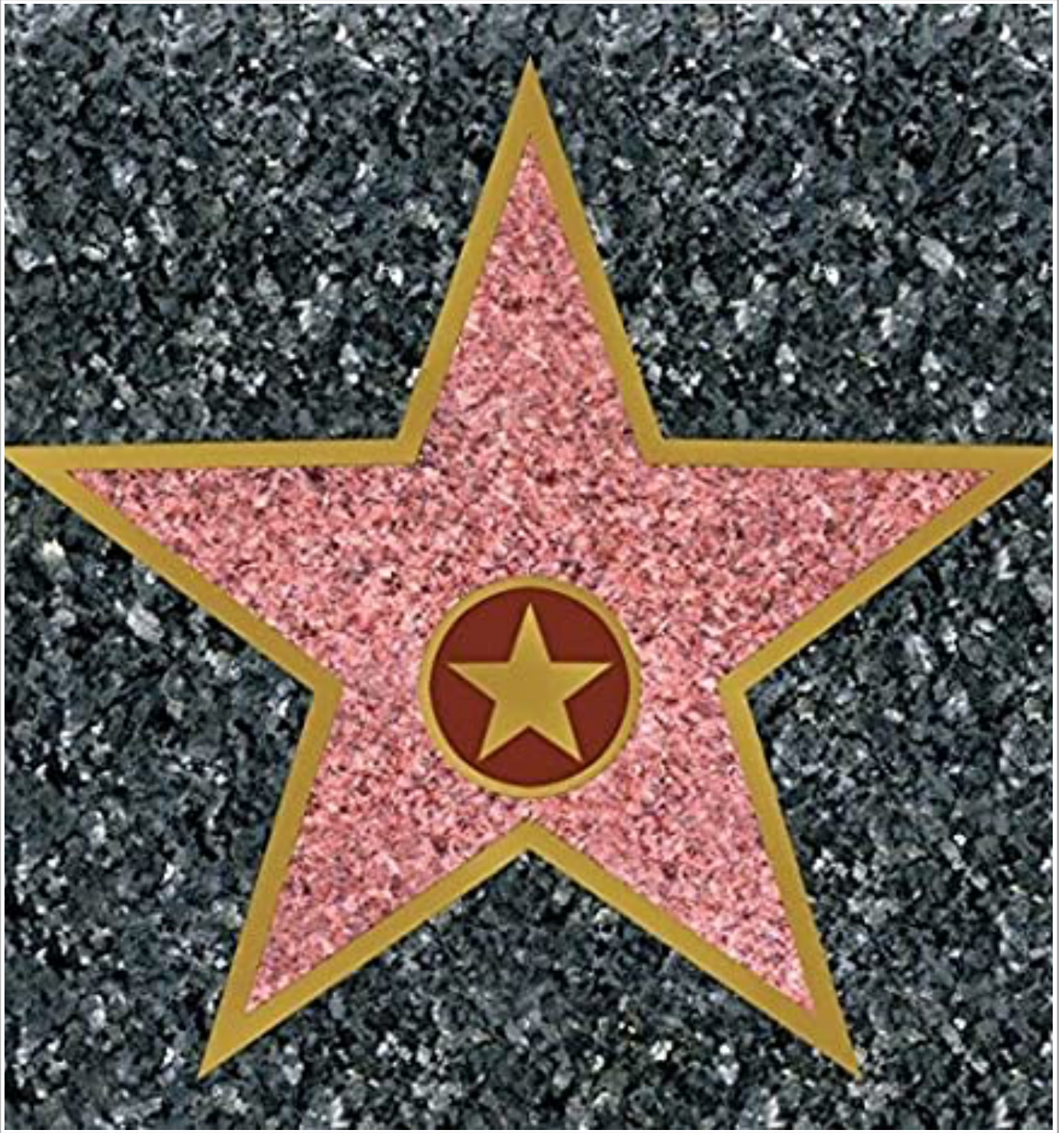
## Do I have to send my child to school and what are the arrangements for reporting absence?

- Yes, the full legal expectations for attending school are restored. I understand that for some parents and maybe children, who have not been in school for some time, there will be some nervousness. If a parent has a concern about returning please contact myself to discuss this further. We will do all we can to support you and your child. We will be happy to offer a staggered experience if that is felt to be appropriate to build up confidence. In the vast majority of cases however just coming in and getting back to work is by far the best policy. Providing parents are working positively with us, there would be no need to declare any absence as unauthorised. However a flat refusal to engage in a reintegration programme would become recorded as unauthorised and the Local Authority would then intervene.

## How will work for children at home be provided?

- The home learning programme is now at an end. Homework will be set as it always used to be on a Friday by email with reference to a Homework pack which will be sent home in hard copy format as well as by email.
- The packs will also be available on the website.
- The only occasion when home learning would be reinstated would be should a year group be sent home due to a positive test result.





**PLEASE STAND ON A STAR  
TO COLLECT OR DROP  
OFF YOUR LITTLE STAR!**

***Ensuring Social Distancing***



## Mobile Phones

•The policy on Mobile Phones returns to the normal, however the children who have been given permission to have a phone at school, must keep it in their book bag from the moment they cross the school threshold to the moment they leave the school threshold. Failure to do so will lead to the confiscation of the phone to be collected by a parent. If a child is shown to be using a mobile phone to bully (in or out of school) or be unkind the right to have a phone on site will be immediately withdrawn until such time that all are confident that there will not be a repetition.



## How does a parent access the school office?

•Mrs Scott will be able to take phone calls and answer enquiries by email. We ask that as now, parents do not attend the office in person, unless a personal conversation is essential. In such a circumstance, the parent will be invited to sit on a blue chair in the foyer. Mrs Scott or senior manager will then facilitate the meeting. Please consider that as only one parent can be seen at a time there may be a queue and a long wait at the front door.  
•If parents need a non-urgent meeting, with any named member of staff this can be facilitated and should be requested by email. It is also possible to make an appointment to arrange for the purchase of things like uniform.

## What do I do if I have an important message for my child's teacher?

•Parents will not be able to engage in conversation with staff. If a parent has an urgent message it should be sent to the teacher before 8am as teachers will check their emails at 8am. To be doubly certain, the email could be copied to the [woodmansey.primary@eastriding.gov.uk](mailto:woodmansey.primary@eastriding.gov.uk) address. **If however the message is important regarding the safety of a child, a phone call to the school office is essential.**

## BAME Risk Assessments

•A personal risk assessment is to be completed with each relevant member of staff to review how the member of staff is to be best protected. Attendance at work is however expected.  
•A letter with considerations is to be sent to parents/carers of children in these groups. Parents will have the opportunity to discuss any issues with a member of staff.

## Recording Guests for Track and Trace

•With the return to school in September, there may be a need to share information with NHS Track and Trace for COVID-19.  
•Whilst this is a voluntary scheme, I inform parents and staff that names and contact details will be shared with the NHS Track and Trace scheme, should a positive test result be reported.  
•All visitors to school will need to give their name and telephone number to the reception and be informed that the information may be shared with the NHS for the purposes of Track and Trace.

## Will Clubs resume?

•Yes, some clubs will resume, but there will be a restructuring to ensure that only one year group can attend at a time unless there can be separate zones. Some clubs will not commence until restrictions are lifted.  
•First Steps clubs will resume as they were key stage based so will work with our bubbles. Staff will be aware of our protocols and will keep 2m distance between pupils. Letters about signing up for these clubs will be sent in the first week back.

## How do I pay for meals, uniform, clubs, child care and other school items?

•School Money will be available from September and we encourage all families to use this option.



## Site Map





## PARKING GOOD BEHAVIOUR

**Restrictions apply, virus or no virus, sun or rain.**

Earlier this year I thanked parents for not parking across the yellow zig zag lines or opposite the crossing patrol which dangerously mixes vehicles with children entering or leaving the school.

However, it only needs one car to cause a disruption. As we begin to reintegrate children back into school, please can I ask all parents to remind others e.g. grandparents of the parking expectations.

Please remember that all these measures are designed to protect your children. A zero tolerance to infringement ensures that we keep

the area safe. Turning a blind eye only ends up with the situations we see often on the news at other schools across the country.

In the current circumstances I would prefer not to have to personally discuss issues with drivers.

Mr Taylor is of course a new member to our school family, but I am sure everyone will understand that those crossing must keep moving swiftly passed him and at a suitable distance. It is possible to cross and keep 2m from him. I also remind everyone not to cross behind him. It is actually quite a complex crossing and is hindered by those crossing behind the crossing patrol officer.



## SWEETS & CAKES FOR BIRTHDAYS

### A Reminder

Please can I remind parents and carers that sweets / buns etc for birthdays should not be brought to school and will not be handed out by staff inside the school grounds.

This policy was adopted as parents felt pressured to provide sweets and in some cases children were given sweets they are not able to eat.



## Don't Forget the Blog

### A great way to see what is going on at school.

Just a reminder to Parent/Carers that the school website is full of useful information and links. These are being expanded all the time. Remember most letters are not sent home in hard copy. You will receive a text alert when letters are published. In addition from the Homepage is a link to our School Blog. This is a fascinating electronic diary with photographs showing special

events and classroom activities in the school, and more recently a snapshot of the wonderful achievements from during lockdown. It forms a wonderful record of life at Woodmansey CE Primary School. If you haven't seen it, I recommend you take a look, it is well worth it.

If you haven't received a text from the school this term it means that your mobile phone number has not been registered on our system. **Please let us know urgently.**