



PARKSIDE COMMUNITY PRIMARY SCHOOL

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WELCOME BACK LETTER

Thursday 26th August 2020

Dear Parents/Carers,

Welcome back to the start of a new academic year. I want to start this letter by saying that I hope that you are all safe and well. The experience we have all endured over the past six months has been incredibly challenging but (hopefully) some semblance of normality will return very soon and things will once again return to how they once were. There is a lot of information contained in this letter which I urge you to read carefully and to be familiar with its content.

VISITORS AND APPOINTMENTS

At present we are not allowed to let parents / carers on to the school site. If you wish to make an appointment to speak with your child's class teacher you will have to contact them via email. Onsite appointments will be made if it is absolutely necessary to speak with a teacher or member of staff and considered a matter of urgency. As a school we have been advised to follow strict government guidelines in order to keep everyone safe. The arrangement will be under constant review.

DROPPING OFF AND COLLECTION AT THE BEGINNING AND END OF THE SCHOOL DAY

At the end of last term I wrote to you to explain the arrangements for the dropping off and collection. I would like to explain the new arrangements for all children from September 3rd. **At present parents and carers are not allowed on site. This arrangement is under constant review.**

NURSERY AND RECEPTION

Children in the Nursery and Reception classes should enter the school from the single gate that leads up to the path to the entrance to the school on Aycliffe Road from 8:40am. Children in Nursery should be collected from this gate at the end of the morning session at 11:45am or 3.15pm if they are staying for the whole day. Children in Reception should be collected from the gate that leads on Aycliffe Road at 3:15pm.

YEARS 1 AND 2

Children in Years 1 and 2 should enter and exit the grounds from the double gate that leads on to Aycliffe Road. The gates will be open from 8:30 through to 8:55am and again from 3:15pm. The children will be greeted in the morning by a member of staff from their year group and shown their classes. They will be escorted by their classteacher and teaching assistant at the end of the day.

Please note that Year 1 will finish school at 3:05pm and Year 2 at 3:15pm. By staggering times at which children finish their school day it should ease the congestion at the gate and on Aycliffe and Allerton Road.

YEARS 3 4 5 6

Children in Years 3 4 5 and 6 should enter and exit the grounds from the gate that leads on Allerton Road. This gate will be open from 8:30am through to 8:55am. Children in Year 3 and 4 must enter and exit the KS2 building on the ground floor and use the entrance that leads in to the building from the KS1 playground. The children in Years 5 and 6 should enter and exit the building at all times using the staircase to the rear of the KS2 building.



NURTURING AND INSPIRING YOUNG MINDS TOWARDS A BRIGHT FUTURE



Children in Year 3 will be dismissed at 3:05pm and led out to the gate on Allerton Road by their teacher and teaching assistant.

Children in Year 4 will be dismissed at 3:10pm and led out to the gate on Allerton Road by their teacher and teaching assistant.

Children in Years 5 and 6 will be dismissed at 3:15pm and led out to the gate on Allerton Road by their teacher and teaching assistant.

By opening the gates to school at 8:30am we expect every child to be on time for school. It is imperative at the beginning of the new school year that we set our expectations out very clearly. Attendance and punctuality will once again be a major focus for the school through the year. The school has worked incredibly hard ever since I became headteacher to improve the attendance of children at the school and to reduce the number of children who turn up to school late on a regular basis. We will continue to support families wherever we can but we must ensure that through a collaborative approach we teach the children the importance of attending school every day and to be on time.

ONE WAY SYSTEM / BUBBLES

Children in the Early Years and KS1 will be confined to designated areas in the main building. They will learn and play in their classrooms and have allocated spaces on the school field (weather permitting) on the KS1 playground. They will be instructed by staff to follow the rules regarding entering and moving around the building which they must adhere to for their own safety at all times.

Children in Year 3 and 4 must use the doors that lead from the KS 1 playground to enter and exit the building.

Children in Year 5 and 6 should enter and exit the building using the staircase to the rear of the KS2 building at all times.

You will have heard a great deal about children being taught in bubbles. This means that they will be taught in their classes but they can only play / mix with children in their year group. Children in KS2 will also have designated areas for them to play in at playtime and lunchtimes which includes the meadow area as long as the good weather lasts.

RISK ASSESSMENT

Every school in the country has been asked to undertake a risk assessment before children and staff return to school next week. Senior Leaders have worked hard to make sure that this is in place and updated as necessary and is in line with the latest government guidance that came out earlier this month. Our latest and updated risk assessment will be on the school website towards the end of the week.

PPE EQUIPMENT

The school is fully stocked with PPE equipment. Children will need to wash their hands before they enter the building first thing in the morning, at the end of playtime and lunchtime and every time they go to the toilet. They will be provided with disinfectant wipes every time they go to the toilet and will be encouraged to use the "Catch it, Bin it, Kill it" approach to ensure everyone's safety.

LUNCHES

Children who receive a free school meal will continue to be provided with a packed lunch for the foreseeable future. *Herts Cater Link* who provide the catering service to the school have instructed their staff to prepare packed lunch for the time being. Children who bring a packed lunch to school will join their classmates and eat their food in their classes before going out to play. This arrangement will also be under review until such times where hot meals can be provided once again for the children.

UNIFORM

At the beginning of every school year it is important to remind ourselves of the importance that uniform has for children. It gives them a sense of belonging, pride and identity. Children should come to school in full uniform and where possible wear a clean shirt every day. For further details regarding uniform please click on the link: <https://parkside.herts.sch.uk/uniform/>

PE

We are trying a new approach on days when children have PE lessons this year. We want them to come to school in their kit for the whole day. We have decided to introduce this change because not only does it save valuable learning time it means that children won't have to keep kit which could be dirty at school. It can go home on the same day and be cleaned, ready for their next lesson. Teachers will give further details in their meetings with parents/carers very early on in the autumn term.

BREAKFAST AND AFTER SCHOOL CLUB

These two very popular clubs will recommence on Monday 7th September. Breakfast Club offers a drop in ad hoc provision whilst After School Club requires parents / carers to book. Further information about these two clubs will be sent out by the Office staff once we return to school next week.

ASSEMBLIES

I mentioned at the end of last term that at present we cannot allow parents / carers on to the site which unfortunately means that you won't be allowed to join us for our weekly assemblies for the foreseeable future. Mrs Taylor and myself will hold a virtual assembly every Monday morning where we will reward individuals and classes who uphold our school values and standards.

We want to make the start to the new academic a positive experience for everyone here at Parkside and staff have been working incredibly hard over the summer holiday to prepare everything for the children's return. The forthcoming academic year will be very different for everyone but we must remember that our main purpose is to serve and educate the children. We look forward to working closely with you all over the months and terms ahead and we will endeavour to not only support you through this very challenging time but to keep you updated with as much information as we can on a regular basis.

Yours sincerely



C D Soyka
Headteacher

