



**Harwell Community Primary School**

The Styles,  
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Dear Parents,

I hope you are keeping safe and well. You will have heard the announcement that schools will reopen fully from Monday 8th March. I am really looking forward to having all the children return and giving them a warm welcome back. Thank you for your tremendous support with your child's learning since the start of the Spring term in January. It hasn't been the easiest start to 2021 but together we have achieved amazing results.

However, Covid is still with us and the routines of the school day will need to be the same as before the current lockdown to ensure that children and staff remain safe and to reduce transmission as much as possible. The school covid risk assessment is currently under review and will be shared with you all ahead of March 8th. My apologies for the length of this letter but there is quite a lot of information to disseminate. Thank you for reading to the end.

Arrival and pick up

It is really important that you adhere to these timings and gates please as we will have 201 children that we will need to get onto and off site safely as opposed to the 70 or so at the moment.

**Adults coming into the carpark to collect children are required to wear face masks.** Staff on duty mixing with parents will also wear a face mask and class staff will have a face mask with them to wear if they need to speak to an individual parent.

Year Group	Arrival time and gate	Collection time and gate
Foundation Class	08:55 to 09:00 The Styles	3:05 The Styles
Year 1	08:45 to 08:55 the Styles	3:10 The Styles
Year 2	08:45 to 08:55 Orchard Way	3:10 Orchard Way
Year 3	08:45 to 08:55 via the car park	3:10 via the car park
Year 4	08:45 to 08:55 via the car park	3:10 via the car park
Year 5	08:45 to 08:55 via the car park	3:10 via the car park

The gates into the car park on The Styles for Years 3, 4 and 5 will be opened at 08:45 am for morning arrival and closed at 08:55 to allow Foundation Class children to access their entrance.

***If your child arrives later than 08:55, they will have to wait by the gate with either myself or Mrs Moreton until we can safely let them through the car park. If they arrive after 9 am they will need to be taken to reception and a member of their class staff will be called to collect them.***

In the afternoon, parents from years 1, 3, 4 and 5 are asked not to arrive until 3:10 pm to allow the Foundation Class children to be collected and to safely leave the site. The gates into the car park will not be opened before 3:10 pm.

### Attendance

School attendance from March 8th is **mandatory**.

### Lunches

Foundation Class and Year 1 will eat their lunch in the hall - either a school cooked lunch or a packed lunch from home.

Children in Years 2 to 6 will eat lunch in their classrooms - again, either a school cooked lunch delivered in a compostable box or a packed lunch from home.

Children can choose their lunch in class each morning or you can pre-order with them from the lunch menu via parentpay.

Children in Foundation Class, Year 1 and Year 2 will continue to be entitled to a school lunch under the Universal Infant Free School Meal scheme. For children in years 3 to 6, the cost of lunch is £2.30 per day and needs to be paid for in advance via parentpay unless your child is entitled to receive Free School Meals (FSM).

The pandemic has financially affected many people and if you would like to find out more about FSM entitlement, please email the school office. Funding for this is part of a pupil premium grant which also enables the school to fund other opportunities.

### Communication with the school and your child's class teacher

Please continue to do this via email to the school office. Covid restrictions continue to mean that we can only have one member of staff working in the office and an email remains the quickest and most accurate way of communicating with us. Please include your child's name and class in the email.

### Covid symptoms and testing

It is vitally important that if your child or a member of your household displays covid symptoms that they are taken for a test. **Whilst waiting for the test result, the household will need to isolate.** If

your child is well, they will be provided with some remote learning. This will not be live teaching but will be an email each morning with work for them to complete based on the learning in class the previous day or for Year 6 will be added to google classroom.

If your child displays covid symptoms during the school day, we will follow our risk assessment and you will be contacted to collect them and to arrange a covid test. Equally, if a member of staff displays symptoms, they will take a test and isolate, working from home if possible whilst awaiting the results.

As you are already aware, school staff are taking regular Lateral Flow Tests in a bid to help break asymptomatic Covid transmission. If a staff member tests positive, the school will follow our procedures, **including potential class closures**. Staff will have to have a second PCR test to verify the results. If the PCR test is negative, the isolation ends and if positive, the isolation will continue.

Should we have a positive case of covid within the school community, we may have to close a class bubble and whilst we will aim to give parents prior notice, it may be that we have to telephone parents to collect their children during the day. Please ensure that if you change your contact details that the school office is advised of your new telephone number.

If we have to close a class, then we will follow our Remote Education Policy and depending on the circumstances, this may involve some live teaching and we will be able to lend out devices as necessary.

#### The Barn Afterschool Club

We anticipate starting The Barn again subject to demand. An email has already been sent to parents who were regular users of The Barn before this lockdown. If you have not already completed the form - or need to start using The Barn, please complete [this booking form](#) - thank you.

#### Chrome books and ipads currently borrowed to help with access to remote learning

We would ask that these be returned to the school on Friday March 12th.

#### Learning books currently at home

Please can these be retained at home for contingency use should we need to close your child's class. Children will be provided with new books in school on Monday 8th March.

If children want to bring in work which has not already been shared with their class teacher via the class google stream, this can be brought into school on Friday 12th March.

#### Parent survey

We were grateful for your feedback on remote learning from the previous lockdown and will be asking you for your feedback on the recent remote learning soon.

#### Uniform and children bringing items in from home

Normal school uniforms should be worn apart from PE days, when children may come into school wearing their PE kit. Class letters will be sent shortly by class teachers with details for the rest of this half term.

Children should not bring items into school from home other than a coat and their lunch unless specifically requested to do so by their class teacher. Children will have their own individual stationery packs within the classroom.

Reading books will be an exception to this, as they will need these for their learning.

### Hands, Face, Space

We will continue to follow DfE guidance within school. Children will be required to wash their hands on arrival at school and at various times throughout the school day. Sometimes, we may ask them to use hand sanitiser instead. Personal hand sanitisers from home can be used, however we expect children to use these sensibly. Any misuse of personal hand sanitisers will result in that privilege being removed.

Children do not wear face coverings within school. Wherever possible, staff will maintain social distance amongst adults within school. Where social distancing between adults is not possible, facemasks will be worn.

Thank you all for your continuing support of both the school and your children's learning.

Warm regards,

Mr Gibson