

HIGHGATE PRIMARY SCHOOL

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Coronavirus – School Closure Updates:

Dear Parents

We hope you and your families are keeping safe and well during these exceptional times. This letter has been written to explain what we intend to do, following our initial wider opening for children in Reception, Year 1 and Year 6. I apologise for its length but need to make all expectations as clear as possible.

We now have capacity to open one more Bubble however this will be for a very limited number of children for Years 3&4. This does not apply to children of Key Workers already accessing school.

Full time places:

Firstly, if you decide that you would like your child to return to school, they should come back into school full time. Due to the need for organisation we need to have consistent numbers of children.

Bubbles:

Children will be taught in school in a “bubble” of no more than 15 children. They will be allocated members of staff so we can do our utmost to maintain social distancing. We cannot however guarantee that this will be adhered to 100% of the time as we are dealing with children. They will also be designated to one classroom (where they will also have their lunch), toilet and outdoor areas to play in.

Reintroduction:

This Bubble will open on **Monday 29th June**.

Booking places:

Booking can only be done during the period between Monday 22nd and Wednesday 24th June.

There will not be another opportunity to book.

Places will need to be booked via the office email which is office@highgate.leics.sch.uk. Once we are at full capacity, we will not be able to offer further places. Please do not just turn up at school and expect a place as we do not want to embarrass anyone by having to turn them away. Please book these **places by 12 noon on Wednesday 24th June.**

Notification of places:

Once we have closed the booking window, we will notify those who have places later this week. As I am sure you will appreciate, we only have a limited number of places. Should we have more demand for places we will put names down on a waiting list.

Staggered pick up and drop off:

Drop off/pick up times and areas will be staggered to try to allow parents to social distance themselves.

Children in this Bubble will need to be dropped off at 9.15am by the Lower Playground Gate (beyond the car park) and collected at the same place at 3pm. Please do not enter the playground and follow signage.

It is important that you are prompt with drop off/pick up. All children will need to be dropped off at the designated points and will be taken to their classrooms. **All children must be brought to and collected from school by one parent only. Children cannot walk to school by themselves.**

P.T.O.

Please respect our request that families observe social distancing guidance as they walk to school and do not congregate at the gates before/after collection.

Please observe the 2 metre markers we have temporarily put on the pavement outside the collection gates.

Breakfast Club & After School Club:

It is with regret that we will not be able to provide these facilities fully at present as it would be impossible to keep children within their bubbles. Breakfast Club will only be available for those key worker's children who have already accessed this so far this term and we will no longer be able to provide food – please ensure children have eaten before arriving. There will be no After School Club facility.

School Lunches:

Children will eat their lunch in their own classrooms and have designated outdoor space to play in. **Please note there will be no hot school dinners.**

Children's Equipment:

Children will need to bring in their own **water bottles**. Children will need to bring in **named pencil cases** to put equipment we provide into to keep them safe (which they will leave in school for the remainder of this term).

Managing of contractors:

Preparations have been underway to redevelop our Reception Building to create two classroom spaces. We are working with the local authority closely to ensure contractors working on this building are also following social distancing measures.

Thank you in anticipation of your continued support with each of the measures set out above to try our best to keep our school community safe.

Kind regards

Mr T. Jenkinson