

17 November 2020

Dear parents and carers

Many schools are having to send children home to self-isolate, including if a child or staff member tests positive for coronavirus.

Yesterday we had to send home some bubbles across the school. As you know, it is extremely challenging for schools to keep the bubbles completely separate. I am writing to explain how we are trying to minimise the number of contacts that children and staff have during the school day.

### Bubbles

We have organised children into bubbles of 30. Each bubble has a teacher and an LSA working in the bubble. If an adult or child in the bubble tests positive, the whole bubble will be sent home to self-isolate.

However, in order to deliver a high quality curriculum, and in order to keep the school open when staff are absent, it is not always possible to maintain the bubbles.

### Staff working across bubbles

We have some staff who work across bubbles. For example, our KS2 French teacher, our music teacher, our sports coaches and our reading teachers. Staff who teach our reading programme Read Write Inc. also teach small groups of children from the same year group, but different bubbles. Our Assistant Heads sometimes coach newer teachers, usually in the classroom.

Where staff are absent, we have to use another member of staff, or sometimes agency staff, to cover. Where teachers have their half a day of Planning, Preparation and Assessment time (PPA), we have to provide cover. Teachers in their first year of teaching are entitled to an extra half a day out of class a week. We have to cover this time as well.

We have asked staff who work across bubbles to try to maintain a distance, where possible. We have tightened up on demarcating a distance between the teacher and the children. For example, in our two music rooms we will set up a physical barrier that will ensure a 2m distance between staff and children. We have asked class teachers to give us a seating plan so that we can easily identify children who have been in close contact with someone who tests positive.

### The lunch hall

We had to make a decision about lunch time. Either the children eat lunch in their classrooms or they go to the lunch hall. Making children sit in their classrooms without a break all day was not an option. They would have no time to run around in the fresh air or play with their friends. In addition, their teachers need a break and cannot supervise their class at lunchtime.

We have organised lunchtimes so that, for example, Year 1 have their lunch at the same time. Each class bubble has their own table that is at least 2m away from the other tables. Their class LSA sits with them. The lunch hall is well ventilated.

### The playground

We have zoned our playground so that each bubble has their own zone. Children are not allowed to visit other zones.

Each zone has an allocated time to go to the toilet. Children do not share equipment from other bubbles. The same member of staff supervises the bubble every day.

### The start and end of the school day

As you know, children come into school and go home at different times. This means that they do not have contact with other bubbles.

We have provide white dots outside the school gates that are 2m apart.

We have asked parents to consider wearing a mask at drop off and pick up times.

I fully appreciate how difficult it is for parents and carers when children are sent home from school. Whether you are working from home or going into work, or for parents who live in small flats or who are looking after relatives, it is very challenging.

We provide work for all children who are self-isolating and we hope that you find that helpful.

Thank you again for your on-going support and understanding.

With my best wishes

A handwritten signature in black ink that reads "Liz Hayward". The signature is written in a cursive style with a large, looped initial "L".

Liz Hayward

Headteacher