

## Albemarle Primary School Return Plan – Information for Parents



First of all, we are really looking forward to welcoming our whole Albemarle family back in school for the first time since March! As a school, we would like to thank all parents for their continued support. Over the summer holidays staff have worked behind the scenes to ensure that all of the latest Government guidance is in place so that our school community can safely return in September.

Please read the following information, which provides an overview of our plans and preparations for all children returning to school on **Thursday 3<sup>rd</sup> September 2020**.

### Attendance

- In line with Government guidance, we are open and expect every child to return. We will continue to monitor attendance of all children and will work with families, who require support where appropriate.

### Start and Finish Times

- Children will be grouped into Year Group Bubbles, which will consist of two classes.
- Children will return to school and be with their class teacher and teaching assistant as normal.
- There will be staggered start and finish times for all year groups – please see the below table.

LOWER SCHOOL			UPPER SCHOOL		
Bubble	Start	End	Bubble	Start	End
Year 2	8:30	3:00	Year 3	8:30	3:00
Year 1	8:40	3:10	Year 4	8:40	3:10
Reception	8:50	3:20	Year 5	8:50	3:20
Nursery	9:00	3:30	Year 6	9:00	3:30

### Drop off:

- **Please arrive on time for your child's year group.**
- Parents and Carers will be expected to line up at the school gates as shown by the markings on the pavement to drop off their children.
- Please maintain social distancing when queuing up to drop off your children
- A member of the Senior Leadership Team will quickly take your child's temperature using a non-contact thermometer.
- Your child's class teacher and teaching assistant will be waiting for your children by the school gates.
- All children will sanitise their hands before entering the classroom.
- Parents and Carers will not be allowed on school site, unless they have a pre-arranged appointment.

### Pick up:

- **Please arrive on time for your child's year group.**
- Parents and Carers will be expected to line up at the school gates as shown by the markings on the pavement to collect their children.
- Please maintain social distancing when queuing up to pick up your children
- When you arrive at the gate, the class teacher or member of Senior Leadership will deliver your child to you.
- Please leave the school site immediately.

### Road Closure:

The road between the two school sites (Princes Way) will remain closed to traffic during drop off and pick up times. This is to support with social distancing and to maintain the safety of our community. Please bear this in mind if you drive to school.

Please click the video link below for more information of how drop off will work:

<https://youtu.be/l7dSAipJglo>

## COVID-19 Response and Prevention

- If a member of staff, child, parent or any other adult show symptoms of Coronavirus or they have tested positive within the last 7 days, **they are not to attend school and must self-isolate for 14 days.**
- We have clear protocols in place to support children and staff with suspected COVID-19. Where a child is showing symptoms, parents will be contacted immediately to come and collect their child. The child must be tested for Coronavirus.
- A test can be arranged through this Government website: [www.gov.uk/get-coronavirus-test](http://www.gov.uk/get-coronavirus-test)
- In the event of a positive test, the school must be informed and we will contact Public Health England for further guidance and inform parents accordingly.
- Children and all adults will be encouraged to wash their hands at regular intervals across the day.
- 'Catch it, Bin it, Kill it' will be an approach shared with the children.
- All areas of the school will be cleaned thoroughly and regularly.
- Children will be grouped into 'Year Group Bubbles' which consist of two classes. The purpose of 'bubbles' is to minimise contacts and mixing between people, reducing the transmission of coronavirus.
- We encourage all members of the Albemarle community to engage with the NHS Test and Trace system.

### School Office:

- The school office is closed to parents and carers.
- Parents and carers can only come into the office through a pre-arranged appointment.
- The office is open from 8am – 4:30pm and can be contacted via phone or email.

Tel: 0208 788 3170

Email: [Info@albemarle.wandsworth.sch.uk](mailto:Info@albemarle.wandsworth.sch.uk)

### Classrooms:

- Our classrooms will be set up in the most normal and child friendly way as possible, with the only significant change being that children will sit at desks all facing forwards where possible
- Children will have their own place to keep their equipment and learning resources separate.
- Assemblies will take place virtually and there will be no larger gatherings in the school halls.
- Please ensure that your child has a labelled water bottle in school. All water fountains have been disconnected.



### PE & School Uniform

- In Reception to Year 6, your child will have PE twice a week, on those days, your children should come into school in their PE kits.
- On non-PE days, children should be in their normal school uniform.

### Face Masks:

- In line with Government guidance, primary school children will not be expected to wear a face mask or covering.

### Lunch Times & Break Times:

- Each Year Group will be allocated a lunch and break time to enjoy together.
- School Meals are available as normal, please log into SIMs Agora to arrange payment.

### School Clubs

- Clubs will not take place for the first half term (at least until Friday 23<sup>rd</sup> October)
- This will be reviewed after half term.

### Wrap Around Care

- Please only use our wrap around care services if it is absolutely necessary
- Albemarle Breakfast Club 'ABC' will return from Monday 14<sup>th</sup> September for a limited number of children and **must** be pre-booked. Parents who turn up on the day will be refused entry. Breakfast Club runs from 7:45-8:30am.
- Children cannot be dropped off to Breakfast Club after 8:15am.
- Twinkling Stars will also return from Monday 14<sup>th</sup> September from 3:00-6:00pm for a limited number of children and **must** be pre-booked.
- We cannot guarantee social distancing during these sessions and staff will group children according to their year group where possible.

### School Trips

- No school trips will take place during the first half term. This will be reviewed after half term.

### Communication

We will keep all parents up to date with the latest developments and Government guidance as directed by our Local Health Protection Team. Please keep an eye out for information from:

- School Newsletter
- Text Messages
- School Twitter Feed
- Website

We will also send out individual information for each year group to share videos of the classrooms, the adults working with your children and which days they have PE.

**We look forward to welcoming everyone back in school on Thursday 3<sup>rd</sup> September**