

# BERKELEY PRIMARY SCHOOL

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19<sup>th</sup> May 2020

Dear Parents/Carers,

In light of the most recent guidance issued to schools and the response to our parent survey, we have conducted a full risk assessment and action plan for the possible reopening for Years R, 1 and 6 to start attending school from the 1st June, in addition to children of Key Workers.

In assessing when and how to increase provision we have followed the 'hierarchy of measures' as set out in the government's guidance. Whilst we are working hard to achieve as many of the recommended steps, we must recognise that early years and primary age children cannot be expected to remain 2m apart from each other and staff. Therefore, effectively minimising contact and mixing is going to prove difficult in some circumstances and we cannot guarantee the children will adhere to this at all times. We can however, guarantee your children will be in small bubbles, as outlined in the letter sent home on Friday 15th May.

It has now been announced that the final decision for schools reopening will be made on **Thursday 28th May 2020**. Due to the anticipated number of children returning to school, we only have capacity to facilitate one year group each day across the classrooms we can use, whilst providing provision for keyworker children (which will increase due to schools opening). This is the only way we can feasibly address the government's objectives and guidelines; ensuring that we put in place precautionary measures to limit the risk to both children and staff. We will organise rotas on a weekly basis and send to the parents of children in Reception, Y1 and Y6.

Should schools begin to reopen after the announcement on 28th May, Berkeley Primary School will proceed following the phased return plan below:

Week 1:

| Monday 1 <sup>st</sup> June   | Tues                    | Wed                  | Thurs                | Fri 5 <sup>th</sup> June  |
|---|-------------------------|----------------------|----------------------|---|
| <b>INSET DAY</b><br>Time is needed to train all groups of staff on clear expectations and guidelines for reopening.<br><br><b>Only open for keyworker children.</b> | Reception & KW children | Year 1 & KW children | Year 6 & KW children | Thorough clean, to include sanitising all resources used in each bubble.<br>Planning and preparation time for staff.<br>Staff briefing and SLT planning for Week 2.<br>Communication sent to parents.<br><br><b>Only open for keyworker children.</b> |

Berkeley Primary School, part of Cotswold Beacon Academy Trust, registered in England and Wales no. 7692339, registered office Cainscross Road, Stroud, GL5 4HE



*If children are happy, they will achieve!*



After the first week, we will have a better understanding of how many families we have in school, how this is working for transition times, toileting, catering and lessons. In week 2 we may be able to see an increase in days per year group, but we will only know this after our initial phased first week, and will communicate this to parents on Friday 5th June.

**Possible scenarios for expanding our provision in Week 2 include:**

**Scenario A: (Based on priority of age groups outlined in the guidance)**

| Monday 8 <sup>th</sup> June | Tues                    | Wed                  | Thur                   | Fri                            |
|-----------------------------|-------------------------|----------------------|------------------------|--------------------------------|
| Reception and KW children   | Reception & KW children | Year 1 & KW children | Year 6 and KW children | As in Week 1. Only open for KW |

We may then adapt this weekly to enable Y1 to have a week with 2 days, and the same for Y6 the following week.

**Scenario B: (If less children than full capacity attend from week 1)**

| Monday 8 <sup>th</sup> June | Tues                        | Wed                             | Thur                            | Fri                            |
|-----------------------------|-----------------------------|---------------------------------|---------------------------------|--------------------------------|
| Reception, Y1 & KW children | Reception, Y1 & KW children | Reception, Year 6 & KW children | Reception, Year 6 & KW children | As in Week 1. Only open for KW |

**Scenario C: (If we have even less children than expected from week 1)**

| Monday 8 <sup>th</sup> June     | Tues                            | Wed                               | Thur                             | Fri                            |
|---------------------------------|---------------------------------|-----------------------------------|----------------------------------|--------------------------------|
| Reception, Y1, Y6 & KW children | Reception, Y1, Y6 & KW children | Reception, Y1, & Y6 & KW children | Reception, Y1 & Y6 & KW children | As in Week 1. Only open for KW |

The reason we have outlined the various scenarios to you all is based on the communication we have received following the survey. Many of you have changed your minds over the course of this week, and have expressed that you are still unsure whether to send you child in based on the scientific evidence presented by the government. We understand your stance on this fully, and as such, will need to adapt and accommodate accordingly.



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Following the announcement on Thursday 28th May, we will send those of you who have not felt able to respond to the survey, a final opportunity for your child to attend in Week 1, to be completed by no later than noon on Friday 29th May. Any children of parents who do **not** respond by then will **not** be added to our registers to enable us to create our final groupings and those children must not attend school. ***If you have replied YES on the survey sent out on Friday 15th May, and your answer remains the same, you do not need to take any action.*** If you have said YES, but wish to change your mind, you must email this to us at [admin@berkeley.gloucs.sch.uk](mailto:admin@berkeley.gloucs.sch.uk) no later than noon on Friday 29th May.

On confirmation that your child will be returning to school, we will send you details of:

- 🌱 Your child's bubble name and time of arrival, and their collection time.
- 🌱 Clear guidelines for the new rules and routines for parents and children.
- 🌱 Details on catering for Reception and Year 1 children (Year 6 must bring a packed lunch).
- 🌱 Uniform requirements (this will be accommodating to childrens' growth over time and lack of open shops)

As with all communication during this time, all of the above may be subject to change based on events beyond our control and changes to guidance for schools. We thank you again for your kindness, patience, understanding and positivity during these changes.

Yours sincerely



Miss Robbins and Governors



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