



**Dear Parents/Carers,**

**Re: Arrangements for re-opening at The Winterton Federation from March 8<sup>th</sup> 2021**

I hope this letter finds you and your family safe and well. Many thanks to you all for your continued support over the past few months during these difficult times. Further to the Prime Minister's address on Monday evening, we are delighted that we will be able to welcome all our pupils back to school on March 8<sup>th</sup> 2021. As a result, we have been very busy planning for everyone's return on the 8<sup>th</sup> March, and are very much looking forward to seeing you all then.

Please be assured that the safety of our children, families and staff continues to be our number one priority. We have been guided by Government advice at all times and our overriding focus has been, and continues to be, to ensure our schools and campuses are as safe as we possibly can make them.

Once again, our return is very much governed by Government guidelines, we expect to do this safely, with measures in place that will enable us to continue to achieve social distancing as far as is practicable, and in line with Government expectations, where this is not possible. It is therefore of paramount importance for us all; staff, parents and pupils to continue to work in unity to achieve this, and I thank you in advance for your continued support with this.

As you are already aware, we have put a number of policies and procedures in place regarding COVID implications over the last year, which have been reviewed and refined in accordance with need and Government guidelines. Many of these policies and procedures still apply and will continue to be in place with additional ones added where appropriate. As previously, it would, therefore, be greatly appreciated if you could read the following information carefully, and discuss what is pertinent to your child, in such a way that they understand what the expectations of them, and their behaviour, will be on their return on 8<sup>th</sup> March 2021. This will help prepare them to come back into school, and enable you all to adhere to policies and procedures in place, ensuring everyone is kept as safe as possible whilst on the Federation campus.

<b>Social Distancing</b>
<b>Pupil Groups</b>
<ul style="list-style-type: none"><li>• Pupils will be in their allotted classes and will be part of Phase bubbles and as a result there will be the following: Nursery and Reception Phase Bubble Year 1 &amp; Year 2 Phase Bubble Year 3 &amp; Year 4 Phase Bubble Year 5 &amp; Year 6 Phase Bubble</li><li>• Adults, teachers, TAs, Midday Supervisors etc, across the Federation, will be assigned to Phase bubbles and work exclusively within that Bubble where practicable.</li><li>• Should anyone test positive to COVID-19 within any Bubble, government guidelines will be followed by The Winterton Federation.</li></ul>

**The Winterton Federation**

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Office/Communication/Contact with Staff	Start and End of the Day
<ul style="list-style-type: none"> <li>Parents/Carers will NOT be allowed to enter the school building.</li> <li>Both school offices will remain closed.</li> <li>We would ask that any communication you have for a member of staff e.g. Class Teacher, SENDCo, Pastoral team member, should be made by either telephoning the school office or preferably by email (<a href="mailto:admin.wintertonjuniors@northlincs.gov.uk">admin.wintertonjuniors@northlincs.gov.uk</a> or <a href="mailto:admin.wintertoninfants@northlincs.gov.uk">admin.wintertoninfants@northlincs.gov.uk</a>)</li> <li>This will be passed on to the relevant staff who will then contact you as soon as possible.</li> <li>There will be no contact with staff at the start and end of the school day. Any issues please see above point referring to communication.</li> <li>Only essential meetings will be carried out with Parents/Carers or any external services within our premises. Where possible, meetings will be conducted by video call or via telephone conversations.</li> </ul>	<p><b>There will continue to be a staggered start and finish to reduce the number of parents/carers on both school sites at any one time. Allotted time slots <u>must</u> be adhered to at all times. The one-way systems will continue to operate at both school sites.</b></p> <p><b><u>Winterton Church of England Infants' School pupils</u></b></p> <ul style="list-style-type: none"> <li>Full time Nursery pupils will attend from <b>9am to 3.30pm</b>. <i>Change over for part time Nursery provision will be at lunch time as previously directed.</i></li> <li>Monarch &amp; Red Admiral arrival <b>9.10</b> Collection at <b>3pm</b></li> <li>Swallowtail, Gatekeeper &amp; Glasswing arrival at <b>8.45am</b> and collection at <b>3.10pm</b></li> <li>Blue Moon and Holly Blue arrival at <b>8.55am</b> and collection at <b>3.20pm</b></li> </ul> <p><b>Please note that all Year 2 pupils will now be sited in the Year 1 unit and all Year 1 pupils will now be sited in the Year 2 unit. Staff will be on hand to guide Y1 and Y2 parents and pupils to their revised drop off and collection areas.</b></p>
<p style="text-align: center;"><b>Uniform</b></p> <ul style="list-style-type: none"> <li>Pupils should come to school in clean uniform clothes, and bring a coat so that they are prepared to access outdoor learning irrespective of the weather.</li> <li>If children wear shoes with laces, they <b>MUST</b> be able to tie these themselves.</li> <li>Pupils should come to school in their PE Kits on their allotted PE days.</li> <li>The only other items that should be brought from home by pupils is a pack-up (if applicable) a small book bag containing daily reading books and a named water bottle.</li> </ul>	<p style="text-align: center;"><b><u>Winterton Junior School Pupils</u></b></p> <ul style="list-style-type: none"> <li>Year 3 arrival at <b>8.45am</b> and collection at <b>3.15pm at the Chapel Lane Gate</b></li> <li>Year 4 arrival at <b>8.55am</b> and collection at <b>3.25pm at the Chapel Lane Gate</b></li> <li>Year 6 arrival at <b>8.45am</b> and collection at <b>3.15pm at the West Street Gate</b></li> <li>Year 5 arrival at <b>8.55am</b> and collection at <b>3.25pm at the West Street Gate</b></li> </ul>
<p style="text-align: center;"><b>Health and Hygiene</b></p> <ul style="list-style-type: none"> <li>There are outside sinks strategically placed that pupils should use to wash their hands before entering and after leaving the school buildings.</li> <li>All pupils will have access to hand washing facilities which they will frequently use to</li> </ul>	<p style="text-align: center;"><b>Entrance for the beginning and end of the day</b></p> <ul style="list-style-type: none"> <li>There will be no vehicular access into the Infant School Campus including the driveway to the Old School Hall car park, as this is being used as part of the one-way pedestrian system.</li> </ul>

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<p>wash their hands each time they enter the classroom.</p> <ul style="list-style-type: none"> <li>• Each classroom has tissues. The 'Catch it, bin it, kill it' approach is promoted.</li> <li>• Each classroom has cleaning equipment and spray disinfectant, which will be used as and when appropriate throughout the day.</li> <li>• Our federation ancillary teams will continue to clean during and at the end of each day.</li> <li>• All staff will be wearing face coverings and additional PPE where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• The one-way systems will continue to be in force at both school sites at the beginning and end of the school day. Please follow the signage accordingly</li> <li>• Parents/Carers and pupils must always maintain social distancing from other adults and pupils both in and around the Winterton Federation campus.</li> <li>• Only <b>one adult</b> should accompany your child when bringing/collecting them to and from school, to minimise the number of people in and around the Winterton Federation campus.</li> </ul>
<b>In the Classroom</b>	<b>Lunchtime</b>
<ul style="list-style-type: none"> <li>• KS1 &amp; KS2 pupils will sit at tables in lines, facing the front of the classroom in line with Government guidelines.</li> <li>• Pupils cannot mix with other phase bubbles.</li> <li>• All pupils will be provided with their own personal pencil case which will include all the equipment they require during the school day.</li> <li>• Pupils will only have contact with their own books and equipment where practicable.</li> </ul>	<ul style="list-style-type: none"> <li>• The usual hot school lunches will be available at both schools on a daily basis</li> <li>• Menus will be shared via the APP and on the website.</li> <li>• Payment for all school lunches will be via ParentPay.</li> </ul>
<b>First Aid</b>	<b>Behaviour expectations</b>
<ul style="list-style-type: none"> <li>• Where appropriate, if a pupil encounters a basic first aid incident, or has a toileting accident, they will be encouraged to change themselves and clean their scrape or cut under supervision from a first aider/member of staff. However, if support is needed, individual pupil needs will be met.</li> <li>• We have sourced PPE (following the COVID-19 guidance for Educational Settings) which will be used by staff for protection when necessary.</li> </ul> <p>In the event of anything more serious, our usual medical procedures will be followed which may result in Parents/Carers being asked to collect their child.</p>	<ul style="list-style-type: none"> <li>• To clarify, ANY pupil who does not adhere to an adult's instructions, or does not social distance when instructed to do so, will be dealt with in accordance with the Federation Behaviour Policy. It is vital that all staff and pupils are kept safe at all times</li> <li>• There will be no physical handling of any pupil except in an emergency or as part of their personal handling plan. If positive handling techniques have to be used on a pupil, the Parent/Carer will be called immediately to collect the pupil. Further sanctions will be put in place, where appropriate. Again, pupils and staff must be kept safe at all times.</li> </ul>
<b>Displaying Symptoms</b>	
<ul style="list-style-type: none"> <li>• We will not accept any child who is displaying any signs of illness or from a household with a member displaying symptoms.</li> <li>• Any child displaying symptoms whilst in school, will be sent home immediately and the family must self-isolate and engage with the NHS Track and Trace system following the Government guidelines.</li> </ul>	

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- The results of the test must be shared immediately with the Federation in order to ascertain steps forward.
- Anyone testing positive, together with their family will need to self-isolate for a minimum of 10 days from the results date. The Winterton Federation will follow Government guidelines in all instances.

**I am delighted to advise you that all Federation staff have opted in to twice weekly LFD testing as a means for breaking the chain of infection transmission, in accordance with Government guidelines.**

We are, of course, very mindful of the potential state of the mental wellbeing of our pupils on their return - the majority of pupils may be absolutely fine, some may be far from fine, and some will fall between the two extremes. As is the norm, please rest assured that the whole Winterton Federation team are ready to support any child, and their family, should anything arise now, or in the future, in this regard. It is with this in mind then that although we shall be recommencing 'normal' teaching as soon as possible, I feel that it is imperative that we focus on initiating a Winterton Federation recovery and renewal programme for our pupils, to ensure that all our pupils are in the right place mentally, as well as physically, in a bid to access their learning effectively. To this end, I have arranged for teachers to plan mental wellbeing activities for all our pupils to take part in on their return on Monday March 8<sup>th</sup>, with subsequent, regular wellbeing slots timetabled into our curriculum over the coming weeks, to support with this. Additionally, our outstanding pastoral team, as always, are on hand to support with any child/family who may need extra support. Please do not hesitate to contact us at any point if you have any concerns for your child in this regard.

Finally then, thank you once again for your continued support and patience at this time; please note that all the information given above is on the proviso that things either stay the same or improve, and is very much subject to change if necessary.

However, for now at least, take care, stay safe and we look forward to seeing you all very soon.

With best wishes,

Mrs Cathy Logan

Executive Headteacher

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