



Holley Park Academy

Ayton Road, Oxclose, Washington, NE38 0LR

20th May 2020

Arrangements for school re-opening Monday 1st June 2020

Dear Parents/Carers,

Thank you for your patience in waiting for our information regarding the return of your child to school. As you know the advice we receive is updated on a daily basis, therefore we are aiming to act on the most up to date advice from Government, Department for Education and Sunderland Local Authority, if this changes in the next 10 days you will be informed as soon as possible.

Thank you also, to those parents who have responded to my letter asking you to indicate your intentions regarding your child returning to school on Monday 1st June 2020 as part of the Government Roadmap out of Coronavirus. We have, to date, emailed 117 parents with 54 stating yes they intend for their child to return to school, 40 parents stating a definite no, their child will not be returning on 1st June, 15 parents were unsure and are waiting for further information (which is understandable) and 8 parents have not responded at all. Your responses have helped us to form a planned return of selected pupils to Holley Park Academy on 1st June.

We recognise that some of you may have some concerns about your child returning to school and that another change will be unsettling for some children. We also understand that the past months will have been challenging for many families. I can assure you that we have trained staff in school to support your child. If your child has an EHCP please contact the school SENDCO, via Edulink who will support you and your child with their return to school.

We are keen to welcome your child back to Holley Park Academy. As you may know, school has remained open during the lockdown period, providing emergency childcare for our pupils whose parents are critical, key workers. During the lockdown we have put emergency measures in place (following Government/DfE advice) in order to keep those pupils and staff as safe as practicably possible. In addition during lockdown all children have received via Edulink their half-term learning pack, this will continue for those children not able to attend school.

I am now in a position to share with you the additional preventative measures following robust risk assessments that the school will put in place **IF** the additional pupils and staff return to school from 1st June.

As per the advice from the Government, DfE and Sunderland Local Authority the school will undertake the following actions for infection control:

Mrs. Sharon Richards B. Ed.
Chief Executive Officer: Executive Headteacher
Telephone 0191 4170303

Email: info@holleyparkacademy.co.uk • web: www.holleyparkacademy.co.uk

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- Stagger drop off and collection times for pupils to minimise the extent of parent/child to parent/child contact.
As follows: -
 - 1. Nursery** pupils to **arrive** at their own usual entrance at **9.00am**. Only one parent to accompany your child. Cones will be placed on the path 2 metres apart as social distance markers. (nursery parents will be contacted later regarding collection times).
 - 2. Reception** pupils to **arrive** at their own usual entrance at **8.45am**. Only one parent to accompany your child. Cones will be placed as markers on the path 2 metres apart as social distance markers. **End of school day collection** from KS1 red door, main school yard at **2.55pm**. Parents to adhere to social distance guidance on the school site, as practicable as possible.
 - 3. Y1** pupils to arrive at the top gate at **8.55am**. Only one parent to accompany your child onto the main school yard (socially distanced from others). Pupils to enter school through the KS1 red door. **End of school day collection** from KS1 red door, main school yard at **3.05pm**. Parents to adhere to social distance guidance on the school site, as practicable as possible.
 - 4. Y6** pupils to arrive at the top gate at **8.45am**. Only one parent to accompany your child onto the main school yard (socially distanced from others). Pupils to enter school through the KS2 door. **End of school day collection** from KS2 red door, main school yard at **3.15pm**. Parents to adhere to social distance guidance on the school site, as practicable as possible. All Y6 pupils **MUST** be collected from school by an adult.
 - 5. Pupils of our Critical, Key Workers** to arrive at main entrance at 8.50am as you have been. **End of school day collection** from main entrance at 3.15pm. Please note these children will remain together as they have been during lockdown.
- Pupils will be allocated their own desk and chair (Coats will be kept on the back of their chair; they will use the same chair and desk every day and this may not be in their usual classroom).
- Pupils **will be provided with** their own school resources in a tray (they will not be able to share with other pupils).
- Lessons will involve more independent learning, as the teacher will not be able to sit side by side to provide targeted support.
- All pupils will be served a hot meal/alternative at school. **No Packed Lunch Boxes or snacks are to be brought into school.**

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- No water bottles are to be brought into school; your child will be provided with a school plastic cup which will be washed daily in the school commercial dishwasher.
- Pupils are to wear their school uniform. Teachers will advise which day pupils are to wear their P.E kit to school for outdoor activities.
- Pupils **MUST NOT** bring other bags into school.
- Pupils must NOT bring mobile phones into school.

We will also:-

- Encourage staff and pupils to walk or cycle to school and minimising the use of public transport where possible (further guidance is expected from the government on safe travel).
- Display coronavirus infection control measures information posters around school.
- Encourage good hygiene by promoting the importance of regular handwashing
 - On arrival at school
 - After using the toilet
 - After breaks and sporting activities
 - Before food preparation
 - Before eating any food
- Ensure everyone knows to cover their mouth when they cough or sneeze with a tissue, then throw the tissue away. Current Government guidance remains that face coverings and masks are **not recommended in schools**. The guidance states that Personal Protective Equipment is only needed in a very small number of cases.
- Limit class sizes to no more than 15 pupils. Where possible your child will be with their usual class teacher, but this will not be possible for all pupils.
- Spread out desks as far as possible and classrooms rearranged to create as much space as possible.
- Ask pupils to stay in the same small groups and they will be encouraged not to mix outside of their small group where possible. Our outdoor spaces will also be used as much as possible.
- Stagger break and lunch times (ensuring that hall is below half normal capacity).
- Implement "one way" walking routes or segregation around school where practicable and take steps to limit the number of children using toilets at the same time.
- Increase frequency of cleaning around the school (classrooms being cleaned daily) and ensure frequently touched objects and surfaces are cleaned and disinfected as required.

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- Remove unnecessary items from classrooms and other learning environments where possible.
- Continue to provide alcohol-based hand sanitiser dispensers that contain at least 60 percent alcohol throughout the school encouraging use.
- Ensure frequently touched objects and surfaces are cleaned and disinfected more often than usual
- Isolate any unwell pupils in a separate room, and providing a separate bathroom, where possible until they are collected from school.
- If a child requires first aid, for example a graze, they will be encouraged, in the first instance to clean it themselves. If this is not possible the staff will wear personal, protective, equipment (PPE) to administer first aid where it is safe to do so. You may be called to collect your child where necessary.

As the above list is not exhaustive any further measures that will help us all will be implemented as required based on evidence and advice. Please understand all of the above is subject to change. A lot of work is and has been going on in school and from home, however we can not guarantee that children will socially distance and government guidance states this issue very clearly.

“We know that, unlike older children and adults, early years and children of primary age cannot be expected to remain 2 metres apart from each other and staff”.

The Government advice also does state that *“the children and young people in eligible year groups are strongly encouraged to attend (where there are no shielding concerns for the child or their household), so that they can gain the educational and wellbeing benefits of attending”*

As an important part of our school community, I would ask that you encourage good infection control practices, such as thorough handwashing at home and keep your child informed about the advice in this letter and what we can all do to discourage the spread of infection.

As per the current NHS and Government advice, you should keep your child at home if they develop coronavirus symptoms for a period of seven days. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after seven days, or begin to worsen, you should call 111. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>). Please contact the school by email in the first instance info@holleyparkacademy.co.uk or telephone and leave a message 0191 4170303 at your earliest opportunity.

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The safety of our pupils and our staff is paramount, and we will continue to work in conjunction with all Government advice to help minimise risks. To date we have had no reported cases of Coronavirus at Holley Park Academy.

School remains closed to all parents and visitors. Please communicate again, in the first instance via email to info@holleyparkacademy.co.uk or through [Schoolcomms](#).

Please note, as some pupils are returning to school Monday 1st June we have, for this year reverted back to one-week half term holiday and a 6-week (not 5 weeks) summer holiday. School will return September.

Yours sincerely,

Mrs S.E Richards
Executive Headteacher

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