



26<sup>th</sup> February 2021

Dear Parents/Carers

As you are aware, the Government has announced that primary schools will fully open on March 8<sup>th</sup> 2021. The staff and I are very pleased to welcome everyone back to the school community however, please remember that the country remains in National Lockdown and Step 1 only involves schools reopening. We will appreciate your cooperation in continuing to maintain the safety of the whole community during this period.

The positive news around the vaccine roll-out is giving us all hope for better days ahead.

The Hamsey Green school day will return with plans slightly revised since our previous return to school letter in January. Outlined below are some reminders and also some additional guidance we will be implementing which I recommend reading with a cup of tea as it is rather long!

### **Government Roadmap Step 1 Attendance at school**

Attendance in school from Monday 8<sup>th</sup> March is mandatory. This means all children will be expected to return to their class pods on this day.

However, we recognise that some staff and pupils may still fall into the extended list of 'clinically extremely vulnerable' category and will continue to be required to shield. Such cases will have received another notification from the NHS to this effect. They may require additional or different provision. Please send the school office a copy of your new shielding letter, by e mail to [office@hamsey.surrey.sch.uk](mailto:office@hamsey.surrey.sch.uk) if this is the case, so we can adapt provision.

Since January, we have been fully staffed and not had any cases of Covid since we broke up for the Christmas holiday. However, there may still be a time when some teachers may have to teach their classes from home, while another member of staff supervises the pupils or where classes/pupils may need to isolate. As teachers will be teaching the majority of the class, remote learning will not be the same as during the Lockdown. In line with our remote learning policy, work will be set on Show My Homework/Edmodo on the first day of absence and it maybe that your child will be 'invited' via a Teams link to join the teaching being delivered in the class via a class email address that has been set up specially for self-isolating/shielding pupils.

Of course, it is crucial that pupils do not come into school if they are required to self-isolate, if a test has been requested, if they develop symptoms whilst another family member self-isolates or if someone tests positive for Covid-19 in their household. The guidance has been updated below and no one should come onto site if they are displaying any of the following symptoms:

- Fever or chills
- New or continuous cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose

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Tandridge  
Learning Trust

An Academy within the Tandridge Learning Trust

- Nausea or vomiting
- Diarrhoea

If your child does begin to display symptoms, please contact [office@hamsey.surrey.sch.uk](mailto:office@hamsey.surrey.sch.uk) to discuss arrangements. Please also be aware that for some, we are heading into hay fever season and some of these symptoms are very similar (another reason why wearing masks are so important!)

Again, we remind you that if anyone in your household or support bubble requests a Covid test details of this and the results will need to be emailed, in confidence, to the school office. If your child is having to self-isolate we again request that any siblings also revert to accessing remote learning.

### **Visitors/drop off and collection**

As we are still in National Lockdown, we are unable to welcome visitors on to site and any planned meetings will have to continue to be carried out remotely. We appreciate your co-operation that secondary aged siblings should not be coming onto the school site to avoid cross contamination of schools.

**EVERYONE over the age of primary aged child, unless exempt, should be coming on to site wearing a face covering. This includes all outside areas within the school grounds.**

Drop off and collection should be completed in the shortest time possible. Please **DO NOT** arrive more than **5** minutes before and remember to follow the 2m social distancing rule whilst waiting. Staff on duty will also wear face coverings in the playground. The amended times and locations can be found at the end of the letter. Unfortunately we will not be able to allow older siblings to be collected at the same time as their younger siblings.

### **Travelling**

To continue to help reduce transmission rates with warmer days, it would be a great opportunity to encourage walking, cycling or riding a scooter to school! A polite reminder that children should not be riding across the playground. Please ensure the 2m social distancing rules when on entering and leaving the site. Please remember that families and friends, who are not in your support bubble, should not be travelling in cars together.

We understand that at times of emergency, childcare, drop-off/collections may change. This should only be used where there is no other option to avoid cross contamination of class bubbles and therefore protect staff and children. For example, if you collect other children and subsequently one child/family member tests positive then this could impact on other classes as well as your family having to self-isolate

Surrey has advised, that if there are serious concerns that parents, carers or families are witnessed to be breaking these rules, there may be a duty to report this using Surrey Police reporting mechanism (Breach of coronavirus (Covid-19) measures\Surrey Police).

Obviously, we do not want to have to report anyone so please remember we are all in this together and with everyone's co-operation in observing the rules we continue will keep our school community as safe as possible.

### **Breakfast Club & After School Club**

As per the Government request, Surfers and Ocean Club (wraparound care provision) will only be open for pupils of Key Workers until the Easter Holidays. Ocean Club will be open until 5.00pm.

### **Step 2**

After the Easter Holidays until May Half Term holiday, in line with the Governments Step 2, Surfers and Ocean Club will open to all parents who require a place 3pm-5pm. Unfortunately, due to staffing constraints we are unable to open this provision past 5pm at this time, however, we will review this again for after the May Half Term.

It is essential for staffing and organising their pods, that wraparound care attendance is pre-booked a week ahead in all cases.

### **Face coverings for staff**

Pupils will notice that staff will be wearing face coverings or visors when not directly teaching, in particular settings and when working directly with pupils or at collection and drop off times. New Perspex screen dividers have been purchased for staff working with groups of children.

As mentioned above, any parent/visitor to school site must wear a face covering (even when outdoors).

### **Clothing**

All pupils will return wearing school uniform. On the days classes have PE sessions, pupils are to come to school wearing their PE kit, with their school jumper/cardigan and appropriate footwear. Wearing their uniform gives children a sense of pride and belonging. It also helps them with managing behaviour and expectations whilst in school. Please can you check that their uniform still fits as early as possible and if required some items can be purchased via School Money. Please also check children's school shoes fit as they will need to return in their black, school shoes. If you are having difficulty with sizes and with non-essential shops only reopening on 12<sup>th</sup> April, there will be a grace period however, all children will be expected in school shoes by the start of the Summer Term.

We are hoping for better weather as we move into the late Spring/Summer months. Ventilation in rooms is highly effective in reducing transmission rates, staff have been leaving windows and doors open wherever possible. The heating will be on for a little longer but they will need to ensure they have their school jumper/cardigans in school and a warm under layer such as a vest on if they feel the cold. As always, Spring weather can be unpredictable so outdoor coats and jackets should be in school every day. Staff aim to get the children outside whenever possible. As mentioned, on the days your child has PE, they need to come in their PE kits. Please ensure they have their school jumper/cardigan on and a warm fleece as they are mostly likely to have outdoor P.E.

### **Equipment**

To reduce sharing equipment, children in Years 1-6 will still require:

- a pencil case with a pencil ,pencil sharpener, ruler, rubber, glue stick, scissors, a handwriting pen if they have their licence, blue, black and red biro's and colouring pens etc.
- a small hand sanitiser
- headphones (only if they have them) for a USB connection

Please ensure that other 'bits and bobs' are not brought into school due to quarantining issues and contamination.

### **Fruit, Milk and Water Bottles**

Children in Reception, Year 1 and 2 still have free fruit being delivered daily. If you prefer, you can send your child in with a piece of fruit from home.

KS2 pupils can bring a **healthy** snack for breaktime such a piece of fruit or cereal bar (without chocolate or nuts.) Please remember we have children who have nut allergies.

We are waiting to hear from CoolMilk regarding the recommencement of milk deliveries for the children but all children should bring a named bottle of water to school each day.

### **Loaned Laptops**

If you have been loaned a laptop during lockdown, these can be brought to school for use. They will need to be transported to and from school securely and safely to avoid damage.

### **Lunches**

Until Easter, the children will all be eating their lunches in their classrooms. Hot dinners will be brought to the children in take away style boxes. Packed lunches will be kept in bags until lunchtime. This will be reviewed for the start of the Summer Term. Please remember to book school lunches through School Money in the usual way.

### **Office**

The best way to contact the office is using the [office@hamsey.surrey.sch.uk](mailto:office@hamsey.surrey.sch.uk) email or phoning 01883 62200. Please do contact them if you need anything.

### **Parent Mobile Phones**

It is lovely to see you picking your children up with a smile and a hug and we want to encourage our older students to develop positive habits, so please can we remind you that mobile phones should not be used on the school grounds.

### **Step 3**

As you can imagine the top priority is to maintain a safe environment for everyone so playdates/parties/sleepovers etc should not be organised yet, although I know all the children will be eager!! Arranging gatherings earlier than the rules allow will put the whole community at risk once again (sorry- children do like to share this with us and it puts everyone at risk!).

### **Step 4**

Finally, Step 4 on 21<sup>st</sup> June is still a long way off! It is too far in advance to make any plans for the Summer Term events but we will keep you posted if anything changes nearer to the end of June.

We thank you for your support of the above measures, which we believe will allow the crucial balance of allowing school activities to continue in the most normal way possible whilst ensuring we prioritise the health and safety of our school community.

Yours sincerely



Mrs Mace  
Headteacher

## CLASS DROP AND AND COLLECTION POINTS AND TIMES

Thank you for adhering to social distancing guidelines on school grounds especially when using the pathways.

Class	Class Teacher	GATE TO USE	Drop off time	Place	Collection time
Inkpen	Mrs Jordan	MAIN GATE AND PATH BY FIELD	8.30am	Classroom door	2.40pm
Butterworth	Miss Hancox	MAIN GATE AND PATH BY FIELD	8.30am	Classroom door	2.40pm
Donaldson	Miss Bishop & Mrs Johnson	BY WEMBLEY	8.40am	Classroom door	2.55pm
Murphy	Mrs Knolles	MAIN GATE	8.30am	Ocean club door (opposite main office door)	2.50pm
McKee	Mrs Mellis & Mrs Bates	MAIN GATE	8.35am	Ocean club door (opposite main office door)	2.55pm
Kinney	Mr Boffa & Miss Marshall	MAIN GATE	8.30am until 8.45am	Rear classroom door	3.00pm
Rowling	Miss Lambert	BY WEMBLEY	8.30am until 8.35am	Year 4 library door	2.55pm
Rosen	Miss Keresey	BY WEMBLEY	8.35am until 8.40am	Year 4 library door	3.00pm
Walliams	Mr Richards	MAIN GATE	8.35am until 8.40am	Year 5 door	3.00pm
Rundell	Miss Caires	MAIN GATE	8.30am until 8.35am	Year 5 door	2.55pm
Morpurgo	Mr Brown	MAIN GATE	8.35am until 8.45am	Classroom door	3.05pm
Pullman	Miss Chatfield	MAIN GATE	8.35am until 8.45am	Year 6 slope	3.05pm

## PE DAYS

EYFS	Reception	Wednesday	Friday
1	Donaldson	Tuesday	Thursday
2	Murphy	Wednesday	Thursday
2	McKee	Tuesday	Friday
3	Kinney	Monday	Thursday
4	Rowling	Wednesday	Thursday CPFC
4	Rosen	Wednesday	Thursday CPFC
5	Rundell	Tuesday	Friday
5	Walliams	Tuesday	Friday
6	Morpurgo	Wednesday	Friday
6	Pullman	Wednesday	Friday