

Welcoming Back Your Children To Parkfield Community School



Dear Parents and Carers,

Thank you for everything that you have done for the past couple of months with regards to home learning. You have been amazing!

After another long period away from each other, we are delighted to be able to reopen our school once again fully to all of our pupils on 8th March. The staff are very excited about seeing the children again!

However, we understand that sending your children back into school can generate some anxieties. We want to reassure you that, as always, we will do our best to look after your children. We have been very busy working to make school a safe place for the children and have followed all Government guidance.

We have a comprehensive risk assessment in place (available to view on our school website) and, as always, we are very happy to answer any questions that you may have about what we are doing to keep your child/children safe.

As I mentioned in last week's newsletter, please note that the usual rules for school attendance return from the 8th March including:

- Parents' duty to secure their child's regular attendance at school;
- The ability to issue sanctions, including fixed penalty notices in line with the local authority's codes of conduct and Birmingham's Legal Intervention Team guidance.
- If a child is isolating, we do not expect them to be in school.
- If your child has been issued with a shielding letter, please provide a copy to the school office so that we can code your child's absence accurately.

We have provided some key information for you in this booklet so that you can be ready for the 'new normal' at Parkfield Community School. However, as you will understand, this document will evolve over time and is subject to change following further advice from the Government.

Thank you for continued support.

Yours sincerely,

Mr James Wright
Head of School





Start and End of the Day

To help reduce the number of people on the playground, we are staggering the beginning and end of the days for different groups.

	Arrival Time	Where?	Collection Time
Group A	8:30 – 8:45	Main Gate on Parkfield Road	3:00pm (12:00 Fridays)
Group B	8:45-9:00	Main Gate on Parkfield Road	3:15pm (12:15 on Fridays)

- Please ensure that you only come to the school at the allocated time for your group.
- Only one parent/carer per child will be allowed onto the school premises. Parents/carers must wear a face mask.
- Please observe the 2-metre social distance rules at all times.
- When you arrive at school, we must ask that parents enter the school grounds via the gates on Parkfield Road. There will be signposts for where to drop off your child . **A one-way system will operate and you will then exit through the gates on Clodeshall Road (by the staff car park).** This will ensure maximum opportunities for social distancing and avoid large numbers of parents on the site at any time.
- Please follow the one-way system and drop your children off at the allocated entry points which will be signposted.



- If you have a child in years 4-6 , and no children in year groups Nursery to Year 3, we recommend that you drop off the children at the front gate and allow them to walk into school by themselves again to avoid too many parents on site.
- The children will enter the school at certain points which will be signposted. They must wash their hands on entry to the school building and classrooms.
- At the end of the day, we ask all parents to stand well clear of exits from the school building. You will collect your child from the same place you dropped them off. If you have a child in any other year groups to collect, please collect them in order of Nursery, Year 1, 2, 3, 4,5,6 and then Reception. This is to avoid any parents needing to come back up the one-way system.

Attendance

School attendance will become compulsory again for all children from 8th March 2021.

Contact with Staff

To keep everybody safe, you will not be able to talk to/meet your child's teacher on the playground at the start or end of each day.

If you need to speak to an adult in school, please do so via telephone: 0121 464 1131 or email enquiry@parkfield.excelsiormat.org

Mrs Vaughan, and members of the SLT are available to speak to for urgent enquiries at the start and the end of the day. However, if you need to speak to the office staff, please make an appointment by calling the number or writing to the email above. Alternatively, you may speak to them via the hatch in Reception. However, please remember only 1 person at a time.



School Uniform

Children MUST wear school uniform and appropriate black footwear. Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. If you need help regarding uniform, please contact the office. **Children will need to wear their PE kit to school on the days they have PE.**

Washing Hands

Hand sanitiser or warm water and soap will be available in every classroom. Hand sanitisers will also be available in key locations around the school.

Staff and children will wash their hands upon entry to and exit from the school and whenever they enter or exit a classroom. They will also wash their hands regularly throughout the day including before and after break and lunchtimes.

It would be helpful if you could check and ensure that your child/children know/s how to wash their hands effectively.



'Bubbles'

- Children will be in a year group 'bubbles'. They will stay in this bubble for the whole day. They will be taught by their class teacher but they may also be taught by other teachers and teaching assistants depending on the lesson.
- The children's tables will still be facing forwards and will be sat in pairs. They will have the same desks and chairs each day.
- Some staff may have to work across bubbles, but we will keep this to an absolute minimum.
- Staff will wear face masks in classrooms where social distancing from other adults may be difficult
- Rooms will be well ventilated.



Play and Lunch Times

- Playtimes and lunch times will still be staggered and/or in different parts of the school grounds so year groups will not mix.
- Each year group will have their lunch in either the lunch hall or the upstairs hall. Those children who have school lunches will have these either in their classroom, in the form of a packed lunch, or downstairs in the main hall with a choice from the menu as normal. This will rotate on a weekly basis.
- Snacks will be eaten in classrooms and children will continue to have access to their individual water bottle which they will need to bring filled from home.
- They will stay with the same members of staff who will form part of their bubble for break times; a Midday supervisor will also be attached to these bubbles for lunchtimes.
- The year group bubbles will have their own playground equipment. If any equipment has to be shared, it will be cleaned thoroughly between bubbles.

Social Distancing

Although we will remind children about trying to ensure social distance during the day, it would be helpful if you could do similar before children arrive at school. It is important that all adults adhere to Government advice outside of school premises.

Cleaning

- 2 cleaners will be onsite during the day to ensure that all toilets and any other areas that are used are regularly cleaned.
- Once children and staff have left for the day, a team of cleaners will ensure that areas used are thoroughly cleaned.



First Aid and Intimate Care

- Parents with children that may require inhalers and EpiPens must ensure that this medication is returned to school and that it is in date.
- First aiders, if required, will treat injuries wearing appropriate PPE.
- Staff members, who support children requiring intimate care (i.e. children who soil themselves), will wear PPE when carrying out this duty.
- If a child becomes unwell in school and shows any symptoms of Covid-19, they will be put into isolation in our Maths Academy and they will be required to go for immediate testing.
- The child will only be allowed back into school once they have written confirmation that they have tested negatively or completed the necessary isolation period. The same will apply to any member of staff member developing symptoms.
- If any pupil or staff member tests positive for Covid-19, the whole year group and staff in that year group, will self-isolate for 10 days.
- Face covering: if your child would like to wear a face covering to school, they will need to remove this upon entry.

Please remember, if we all work together, and strictly adhere to the Government's guidance and advice, we will all make Parkfield a safer place during these difficult times. Thank you.

**Parkfield Community School will undertake all measures possible to prevent the spread of infection. Unfortunately, even with all measures put into place, the school/Excelsior MAT cannot guarantee 100% that any school site, or persons upon the site are COVID free. Nor can we guarantee that we can fully maintain social distancing between the children and adults within each group*

