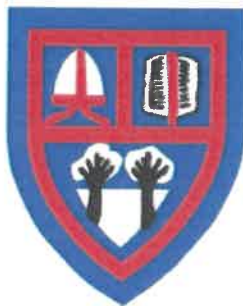


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EXECUTIVE HEAD TEACHER  
MISS INDERJIT SANDHU OBE, BA Hons, MA

HEAD OF SCHOOL  
MS KATHRYN PRIDDEY BED Hons

Scholars Academy Trust  
Company Number 8515149

## LAUNDE PRIMARY SCHOOL

**New Street Oadby Leicester LE2 4LJ**

29 May 2020

Dear Parents / Carers

We are looking forward to seeing you all next week but as promised we are sending a reminder of the arrangements together with any additional information that we feel you need to have at this time. In addition, there have been some questions from parents which we will endeavour to answer and clarify.

There are new procedures when you drop your child off at school. You will see yellow circles on the floor which are 2 metres apart at the relevant entry points to classrooms. All parents are expected to use these as a guide to social distancing. Children in Poppyfield and Fourfold are to line up before the entrance to the reception playground. Beehive will have signs indicating the pathway for parents to take and then again there are circles outside the entrance to support social distancing.

The staff will come out to greet and take your children into the classroom. Parents are not allowed into the reception playground or classrooms. We understand that there be messages you need to give to the class teacher. Please can you do this via the Foundation email that you have used to contact teachers during this lockdown. You may also ring the office to leave any messages.

The school day will finish at 3pm for the children in EYFS, please do not come too early to collect your child as we do not want too many parents waiting in the playground. Should you arrive early then please adhere to the 2m distancing rule and wait in the same areas as the drop off point. The teachers will bring your children out to you at the end of the school day.

We know this feels very different to the what normally happened at Launde but we are now establishing a new 'normal' to keep everyone safe.

Below are the answers to the questions that have been asked:

### ***Will I get homework if I don't send my child to school?***

No there will not be additional online work provided for children of parents who are choosing to keep their child at home as teachers cannot be expected to provide work for children in school and home. However, would suggest that you do the work provided by the Oak Academy Trust and BBC Bitesize. As managers we have to ensure that the workload of all staff is reasonable and to provide home and school work would not be a reasonable expectation, this is in line with government guidance.

***How will you ensure children are kept apart in line with the rules of 2m distancing?***

Young children will find this very difficult and in line with the government's guidance we have ensured that children will only have contact with the individual group. There will also be staggered breaktimes and different play areas so that children do not come into contact with the wider groups.

***Do I bring in the work they have been doing at home?***

We would love to see it but we are saying 'no' to children bringing anything between home and school such as paper or reading folders so we can limit interactions. We only want them to bring a water bottle and a fruit snack in a disposable bag. All other items must stay at home.

***What are the procedures for cleaning?***

We will have additional cleaning staff to clean throughout the day as well as the cleaning at the end of the day. On a Friday the school will have deeper clean ready for the following week. In each classroom there is disinfectant spray and antibacterial wash that staff will use all day alongside the cleaners.

***Do I have to send my child to school?***

The decision to send your child to school is entirely your choice.

***How often will my child wash their hands?***

The children will be supervised to wash their hands throughout the day and each class has set times in addition to washing hands after the child has been to the toilet.

***What do I do if my child has a temperature before school?***

Please keep your child at home if they have temperature and follow the isolation rules.

***What happens if my child develops a cough or temperature at school?***

We will phone you straight away. Whilst we are waiting for you to collect your child we will have taken them out of the classroom into another room and monitor the child. We will then ask you to follow the self-isolation rules and get your child tested so that we can then advise the wider class group in case they need to all self-isolate.

***What has changed in the classrooms?***

We have filmed around the school to show you how it has been adapted to support children and staff to keep safe. The film can be found on the One Drive (where you access your child's work)

User name – [cat@launde.leics.sch.uk](mailto:cat@launde.leics.sch.uk)

Password – cat

If you have any other questions, please email or ring the office.

Last week's letter is also attached to remind you of all the other changes that have been made.

We are all looking forward to seeing you and child next week.

Yours sincerely



Miss Sandhu & Ms Priddey

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## LAUNDE PRIMARY SCHOOL

**New Street Oadby Leicester LE2 4LJ**

22 May 2020

Dear Parents/Carers

### Foundation Stage Children

Following our letter of 19 May and subject to government announcements due to be made on 28 or 29 May we will re-open for our youngest year group on 1 June and would just like to reiterate some of the points from our previous letter and give you additional details about reopening.

#### Classes

Class sizes will be of no more than 15. Children will stay with adults that they are familiar with.

#### **Monday 1 June, Tuesday 2 June**

Fourfold – Surnames A-J with Miss Barrett and Ms Brown

Poppyfield – Surnames A-K with Miss Mallett and Mrs Gashi

Beehive – Surnames A-J with Mr Squires and Ms Mason

#### **Wednesday 3 June, Thursday 4 June**

Fourfold – Surnames K-Z with Miss Barrett and Ms Brown

Poppyfield – Surnames L-Z with Miss Mallett and Mrs Gashi

Beehive – Surnames K-Z with Mr Squires and Ms Mason

Miss Hill is shielding and therefore will not be in school but the children are very familiar with Ms Mason because she has been teaching them at least once a week.

After the first transition week, the two teachers allocated to each class above will split into two separate classrooms with 15 in each base, in the same groups as above.

#### School Day

The school day will start at 8.50 am. Parents are requested to be socially distant and there are markings leading to the classroom areas which are 2 metres apart to assist you in this. Please note that only one parent will be allowed on the school premises ie one adult with the child. There will be signs indicating which direction to take the children if they are in Beehive so that they do not come into contact with parents waiting for other classes. Staff will be outside to welcome the children on the line.

The school day for Foundation pupils will finish at 3pm due to the fact that we have been advised to stagger finishing times to ease the number of adults around school. Other years will have different finishing times.

We would like all parents to leave the site promptly after collecting their child as we will not allow crowding in the playground.

### **Classrooms**

Inside, the classrooms will look very different as all soft furnishings and fabric based items have been taken out of the rooms. Each child will have their own set of school equipment which they cannot share with anybody else. When working at tables there will only be one child at a table and the tables will be spread out across the classroom space.

### **Uniform**

Children need to come in their normal school uniform and they will hang their coat in their cloakroom. Please make sure that all school uniform is labelled – this is even more important now to make sure that children do not take home other children's uniform. Children need to wear trainers to school so that there is no need to change for any PE or outdoor activity.

If the weather is warm, children may come in the school PE kit ie red shorts and a tee-shirt and trainers. Please note as it is the summer term children will need sun hat and sun cream.

Children do not need to bring book bags so that we limit the amount of equipment being bought into school and we will not be sending reading books home in the first instance.

### **Fruit**

Morning fruit snack should be bought in using a plastic bag which will be disposed of after use. Do not send fruit in a tub.

### **Items from Home**

The only item a child will need to bring to school is their individual water bottle which will remain on their table during the course of the day for them to drink from. Please make sure this is labelled with your child's name.

### **Dinners**

Children will have their school meals served in the classrooms . This will be a hot lunch in the form of finger food and in the first instance all meals will be vegetarian. Dietary requirements as previously indicated to school will be taken account of. For the minority of children in Foundation who have a packed lunch they will need to bring it and again this will be put on their individual table and eaten when it is lunch time. Throughout the day the classroom and associated areas will be subject to additional cleaning.

### **Cleaning**

All equipment, tables and chairs will be washed using antibacterial sprays and disinfection each evening with a deeper clean on a Friday of the wider area alongside the normal daily clean.

### **Playtimes**

Children from each group of 15 will have a designated area to play in and will not mix with other foundation stage children. We are lucky to have such large grounds and therefore able to split playing areas.

### **Learning**

The children in Foundation will have similar learning opportunities across the year group much of which will be based on practical outdoor learning (all equipment used will be constantly sprayed with disinfectant and/or antibacterial spray. Once the children have started back at school full

time there will be no online learning and should parents wish to do additional work they can access this using the Oak Academy Trust website and BBC Bitesize.

### **Travelling to School**

We would ask parents to walk to school as far as practically possible so that we do not cause any traffic congestion and comply with social distancing outside the school premises. If you need to drive could you please park as far away as possible and walk the remaining distance to school.

### **Illnesses**

If your child has a temperature or cough then please telephone the office absence line as usual. Should any of you, as adults, have come into contact with potential infections then please do not come to the school and follow the self-isolation rules for you and your family. Please note that children aged 5 and above and their families can now be tested if you suspect it is Covid19.

We will be filming the classrooms next week so you can see how they will be for the children. Next Friday we will write to you again prior to school opening with any additional information which we feel is important for you to be aware of. However, if you have any questions please email the office and we will respond to them in next week's letter.

As you can see we have put many measures in the school to help with a smooth and careful transition back to school and these will all be subject to review as we get the children settled back into classrooms.

Yours sincerely



Inderjit Sandhu & Kathryn Priddey