



Head Teacher: Lucy Rodgers

Deputy Head: Wendy Wayland

19<sup>th</sup> May 2020

Dear Parents and Carers,

Last week I wrote to you about the government's plan to gradually re-open schools. The details of this plan have now been published by the Department for Education and we have been asked to re-open gradually for **Nursery, Reception, Year 1 and 6 children**. Detailed guidance for schools as to how this can be done safely has also been sent and as a staff we have looked at the guidance thoroughly and planned how this could work at Colindale.

**The plans include:**

- Year groups will have a staggered start to school. Year 1 will start first, followed by Year 6, then Reception and finally Nursery.
- Classes will be split into two to create two mini-classes or 'Bubbles'
- No Bubble will have more than 15 children.
- Each Bubble will have two members of staff who will stay with them all the time.
- Each Bubble will stay in the same room throughout their time in school, except for 20 minutes of outdoor playtime, where they will be allowed to play in a designated area, just with the children and adults in their Bubble.
- Children will be allocated either a morning session or afternoon. This will reduce the number of children and staff in school at any one time.
- Whilst in school children will follow closely the home learning on the school website and be guided as to what to do in the half day they are not in school.
- Maximum safety will be ensured through regular cleaning of classrooms, equipment and toilets; frequent handwashing; designated areas and rules for children to be dropped off and collected; activities which ensure social distancing as much as possible (although this cannot be guaranteed); and part-time days so there is no mixing at lunchtimes.
- Parents will be asked to sign an agreement saying they will adhere to our health and safety policy, including washing their clothes daily (uniform will not be worn), washing their hands before and after school, only sending their children to school if they are well and so on.

Tomorrow I will be sending a survey to parents of children in **Nursery, Reception, Year 1 and 6 children** to find out how many of you will consider sending your children to school as this is not compulsory, so we know what numbers to plan for. After half term we will spend the first three days providing Health and Safety training for all staff, preparing classrooms and ensuring we are ready to reopen. I do not have an exact date of when we will be ready to re-open and will come back to you with that information as soon as I do.

Lucy Rodgers, Headteacher



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