



## HERITAGE PARK PRIMARY SCHOOL

Park Farm Way  
Park Farm  
Peterborough  
PE2 8XA

Headteacher:  
Miss K Bell B. Ed. Hon s. (Cantab).

Telephone: 01733 703656  
Fax: 01733 703657

Website: [www.heritageparkschool.co.uk](http://www.heritageparkschool.co.uk)  
Email: [office@heritagepark.peterborough.sch.uk](mailto:office@heritagepark.peterborough.sch.uk)

10 July 2020

Dear Parents

### **September Opening – Monday 7 September 2020**

The Government have now set out their plan to allow all pupils, in all year groups, to return to school full-time from the beginning of the autumn term.

School attendance will be mandatory from the beginning of the new academic year. For parents and carers of children of compulsory school age, this means that the legal duty on you as a parent to send your child to school regularly will apply.

To comply with health and safety law, we will be implementing our risk assessment and proportionate control measures.

These include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene, including the message of 'catch-it, bin-it, kill-it'
- additional cleaning arrangements across the school
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

### **Bubbles**

In order to keep risks to a minimum, we currently operate a 'bubble' system, whereby there are never more than 15 children assigned to a bubble. In September, we will be able to increase the size of each bubble to include a whole class. Classrooms will be arranged with forward facing desks and staff will maintain distance from pupils and other staff as much as possible. Children at school, within their bubbles, are not expected to socially distance from each other in class or at breaktimes, and they will also be able to share equipment.

Children in different bubbles will not be permitted to mix with children from other bubbles in school or at breaktimes and we kindly ask that parents also keep to a minimum mixing with other bubbles outside of school. Staff in school are able to work across bubbles, maintaining distancing measures wherever possible. There will be no whole school assemblies.



### **Staggered arrival and collection times**

In order to reduce the risk of bubbles coming into contact, we will be operating a staggered system of arrival and collection.

The timings can be found on the attached poster. We ask that only one parent accompany their child to school whilst these systems are in place.

Teachers will collect their classes from the relevant gate for their year group. Parents will not be permitted to come on site during these times. The school office will remain closed to parents without prior appointment.

We must ask that parents ensure social distancing is respected and that drop offs and collections are prompt.

People who arrive late will cause serious disruption to the systems that are in place. Late attendees will need to join the line at the pedestrian gate next to the carpark, until the gate is open for the next bubble. Parents will need to accompany their child to the office and notify the office staff of the reason for their late attendance. Children whose parent is late collecting them at the end of the school day, will wait in isolation in the large hall. Their parent will need to follow the same procedure by joining the line at the pedestrian gate next to the carpark, for the next bubble and notifying the office staff of the reason for their late collection.

Teachers will bring their class back to the relevant gate at the appropriate collection time. They will not be available to enter into discussions with parents at this time, as they will need to ensure their class are safely handed over within their time allocation. Parents who wish to speak to the class teacher should make an appointment via the school office email.

As soon as you have dropped off or collected your child, please leave the school area, including the pathways adjacent to the front of the school, to ensure the pathways are clear for other families to use. Parents dropping off more than one child, are asked to wait sufficiently far enough away that they do not block the queueing system.

We appreciate this may not be ideal for some families and we appreciate your anticipated cooperation with these arrangements.

Only children in Year 5 and 6 will be permitted to travel to and from school unaccompanied by an adult. Parents must ensure their child understands the entry system and the need to distance from adults. Year 5 and 6 parents will need to complete the consent form that will be sent to them, before the start of the new term.

### **Before School Club**

Before School Club will reopen on the Monday 7 September and will run from 8:15am until 9:15am.

Parents are asked to ensure they drop their children off at 8:15am, at the pedestrian gate next to the carpark, where a member of staff will collect them. The gates will be locked after entry and the children will be taken to their class at the appropriate times.

Places at the Before School Club are limited. If you require a place for your child for September please contact the school office.

## **Uniform:**

School uniform will be required as from Monday 7 September.

If you require any school uniform this can be ordered and paid for through ParentPay. The office staff will inform you when it is ready to collect. Some stock is low and may not be available until September.

From Monday 14 September, children in Year 1 through to Year 6 will have PE sessions twice a week, led by a sports coach from Key Sports (see table below for relevant days). On the days children have PE they will need to come to school wearing their outdoor PE kit. The kit must consist of:

- A plain white T-shirt (no logos other than the school logo are permitted)
- Black or grey jogging bottoms (no logos other than the school logo are permitted)
- A red school jumper
- Trainers
- Jewellery must not be worn (including earrings) on PE days

Your child's PE days will be:

Monday	Tuesday	Wednesday
Year 1	Year 3	Year 1
Year 2	Year 4	Year 2
Year 3	Year 5	Year 4
Year 5	Year 6	Year 6

**Please note: Trainers are not permitted to be worn on other school days.**

## **Personal belongings:**

We are keen to keep the amount of personal belongings in school to a minimum. Children will be able to bring the following:

- A named water bottle
- A packed lunch box (if required)
- A sunhat
- A coat
- A school reading book and diary (in a carrier bag or school book bag – no rucksacks will be permitted on site)
- Homework books
- Wellies (see 'outdoor play')

Reading books will not be able to be swapped as frequently as usual. Changing books will operate on a rota basis and there may be times when your child brings home a book they have previously read or is slightly out of their Accelerated Reader range.

Children will not be permitted to wear face masks so please do not send your child to school with one. Staff will only wear face masks if supervising a child displaying COVID-19 symptoms.

## **Recovery Curriculum**

School acknowledges that children will have had different experiences during the partial school closure. Upon returning to school, the teachers will work to ensure that appropriate coverage of the previous year's learning objectives is provided. Teacher assessments will then inform future planning. Formal assessments will not take place until after half term to ensure children feel settled and comfortable with the new school routines.

The school will continue to explore opportunities to use Google classroom to provide home learning activities throughout the academic year.

## **Lunchtimes**

The children in each bubble will eat their lunch together with their teacher, in their classroom. Hot and cold school lunches will be available and menus will be available on the school website. Children will order their lunch in class in the usual way in the mornings. School lunches will be collected from the kitchen by a member of staff and taken to the classrooms. Meals will be provided in disposable containers. Parents will need to use their ParentPay account to pay for school meals.

Whilst the children are eating their lunch, a film or cartoon may be played on the large class screen. Once all the children have finished eating, the children will have a breaktime outside.

There will be no lunchtime clubs available whilst this system remains in place. A range of playtime equipment will be available for each year group.

## **Outdoor play**

As many of the outdoor playtimes will take place on the field, it is essential that children have a pair of wellies in school. These must be clearly labelled with your child's name and be brought into school in a named carrier bag when children return in September.

## **ParentPay**

As from September, we will no longer be accepting cash payments. Parents have been sent information about how to set up a ParentPay account and we encourage you to do so at your earliest convenience. If you require any additional support with this, please contact the school office by telephone or email.

I hope you all have a good summer break and we look forward to seeing all the children back in school in September.

Yours sincerely



Miss K Bell  
Headteacher