

Dear Parents/Carers

I hope that you have had a good summer break. We are excited to have our children back at school and for the first time in 18 months, be able to operate with little or no restrictions. We are so looking forward to trying to get back to normal.

As you will know, rates of infection have increased in Bicester over the summer, and although we no longer need to adhere to restrictions we will be continuing to keep with government guidance regarding hygiene, ventilation and cleaning. We would continue to ask you to be vigilant and not to take any chances with the health of our school community.

Although we return to school in a normal capacity there are still important routines, including some changes, so please do read the information below.

Week Organisation

- Return to school will be on a full-time basis
- All children are expected to attend school and absences other than illness will be marked as unauthorised (as per Government guidance).

Drop off and Pick Up

- Drop off and pick up times will be back to normal for all pupils
- 8:55a.m. drop-off and 3:15p.m. pick-up
- The front entrance down the side of our nursery will close at 9:05a.m. and Mr Tucker (our caretaker) will then walk around the main building to the Town Walk (alleyway) entrance/exit
- At the end of the school day our gates will not open until just before 3:10p.m. so please do not turn up on the school site too early. This will only cause long queues outside school.
- Although we will not strictly be using the one-way system, there is definitely more space at the Town Walk entrance so I would encourage this to be used as an exit where possible – this also means I will get to greet you as I intend to continue being on the gate.
- Please do not use the car park as a cut through – this will be locked at 8:45a.m.
- The car park gate can still be used as an exit for those dropping off at Cabin Club in the morning or picking up in the evening.
- Although there are no longer restrictions in place please be mindful that some parents may wish to maintain some kind of distancing – please respect this
- Please remember that Year 2 classes are now located by the KS1 playground (the old year 1 classes)
- Year 1 are located in the KS2 playground (the old year 2 classes)

Daily Timetable

	8:55	10:30	12:15 – 12:45	12:45 – 1:15	3:15
		Break	Lunch		
Nursery	Drop off (Nursery Entrance)				Pick Up
Reception	Drop off (KS1 playground)	Break (20mins)	Lunch (eating)	Lunch (play)	Pick Up
Year 1	Drop off (KS2 playground)	Break (20mins)	Lunch (eating)	Lunch (play)	Pick Up
Year 2	Drop off (KS1 playground)	Break (20 mins)	Lunch (eating)	Lunch (play)	Pick Up
Year 3	Drop off (KS2 playground)	Break (20 mins)	Lunch (play)	Lunch (eating)	Pick Up
Year 4	Drop off (KS2 playground)	Break (20 mins)	Lunch (play)	Lunch (eating)	Pick Up
Year 5	Drop off (KS2 playground)	Break (20mins)	Lunch (play)	Lunch (eating)	Pick Up
Year 6	Drop off (KS2 playground)	Break (20mins)	Lunch (play)	Lunch (eating)	Pick Up

Class Organisation and PE

- The Government have indicated that there is no longer a need to operate in class bubbles, so we will be returning to mixing at break times and lunchtimes
- We will be able to hold assemblies again and we will also be able to resume class and key stage singing once more.
- We will continue with pupils coming to school in their PE kits on their appropriate PE day - this has allowed for so much more activity time.
- Your class teacher will let you know the appropriate day on your return to school
- All outdoor equipment will be able to be used as usual

Staff News and Organisation

- There are a couple of changes to our staff team for September.
- Miss Kardos and Miss Hynes will be on maternity leave for the majority of the year
- We welcome Mrs Ames, Miss Hayes and Miss Young to our Teaching assistant team
- Below is an outline of teacher deployment for next year

Year 6	
Mrs Rughoobeer (3) / Mrs Harrison (2)	Mr Flanagan
Year 5	
Mr Tyler	Miss Smith
Year 4	
Mr Kellam	Mrs Edge
Year 3	
Miss Clark	Mr Jenkinson
Year 2	
Mr Davies	Miss Kardos (Miss Prewer – maternity cover)
Year 1	
Mrs Davies	Miss Palmer
Reception	
Squirrels	Hedgehogs
Mrs Tolley (3) / Miss Want (2)	Mr Evans
Nursery	
Mrs Foster / Mrs Hamilton	
Forest School	
Miss Want (2)	
PPA / Music	
Mrs Broadhead	Miss Bartlett

Breaks and Lunch times

- Breaks and lunchtimes will be back to normal
- Reception and KS1 together and KS2 together
- Due to the increase in school meals numbers, eating times will be split, with KS1 eating first and then playing and KS2 playing and then eating.
- **School Lunches**
 - If you wish to order a lunch then this should be done online through the meal manager as per normal and the lunch will be delivered to your child's classroom.

On-going COVID management

- As advised by the Government, staff will not be required to wear masks on site although may choose to do so at times.
- Guidance indicates that ventilation is still crucial, so where possible we will keep the classrooms well ventilated – getting the balance right with trying to maintain a good temperature too.
- Children will continue to be asked to wash their hands thoroughly on a regular basis as per Government guidelines.
- Hand Sanitiser is still available for adults entering the building but is not needed for pupils. Guidance from the Government highlights greater effectiveness of hand washing.
- Promotion of good Respiratory hygiene – catch it, bin it, kill it
- All frequently touched surfaces, equipment, door handles and toilets used will continue to be cleaned thoroughly every day.
- Thorough cleaning and wiping down of areas will take place at the end of each day and where needed, during the day.

Outbreak management plan

- Government have asked all schools to produce a COVID outbreak management plan
- This plan may mean the re-introduction of some restrictions should the school reach a certain number of positive cases within a 10 day period.

Positive cases and self-isolation

- From 16th August onwards there have been changes to those who need to isolate and how close contacts are identified in a school setting
- If a child tests positive on an LFD then they should isolate and get a PCR test to confirm.
- A positive PCR test will mean self –isolation in accordance with NHS guidance.
- If a child tests positive then it will no longer be the school making a decision on close contacts. NHS test and trace will talk to the parent and child to identify close contacts and these will be contacted through the NHS test and trace procedures. Only in extreme cases will NHS test and trace contact the school to help in the identification of close contacts.
- All those who are under the age of 18, no longer need to self-isolate if identified as a close contact.
- NHS test and trace will advise all close contacts to take a PCR test as soon as possible in order to stop the spread of COVID, if this test is positive then self-isolation guidance will apply.
- All adults who have been double jabbed will also no longer need to isolate if identified as a close contact, but will also be advised to take a PCR test.

- Please ensure you read Government guidance on travel and subsequent quarantine measures
- Please also read guidance on testing if you have previously tested positive within 90 days

On-going Health Care

- Should a child become unwell with suspected COVID 19 symptoms then they should not return to school. A PCR test should be sought
- It is imperative that parents should inform the school and NHS test and trace immediately if a child tests positive
- If a child is taken unwell at school they will be isolated until they can be picked up. Again, a test should be sought and undertaken if symptoms are consistent with COVID 19
- All members of staff or pupils who develop symptoms compatible with COVID 19 will be sent home to take a PCR test.
- Where a child or member of staff tests negative, they can return to school.
- Government guidance regarding **Track and Trace** will be adhered to in all cases.

Curriculum

- DfE guidance promotes the continued provision of a Broad and Balanced curriculum but recognises that some adaptations may need to be made to plug any gaps.
- This adaptation may result in a greater emphasis on the core subject areas
 - Maths
 - Writing
 - Reading / Phonics
 - Grammar

We hope that you are able to have a rest over the summer and look forward to seeing you all in on Friday.

Thank you for your on-going support