

Dear parents and carers,

Further to my email on Monday I am writing to explain how we are planning for a return to school for the year groups specified by the government – Reception, Year 1 and Year 6. This is alongside the children of key workers who now cannot be safely cared for at home. The Key Worker list remains unchanged until 30 May. [If you are a key worker and now need to use Bourn Club, please email office@bourn.cambs.sch.uk](mailto:office@bourn.cambs.sch.uk). Schools have been asked to prepare for opening from 1 June, although 2 June would be the first day we could open due to the staff training day. There is an ambition [from the Government](#) for all primary pupils to be back in school by an unspecified date towards the end of June.

**This email is specifically for parents of children in Reception, Year 1 and Year 6**, although I have sent this to all parents for information [and it will be useful for all parents to read](#). When we have more guidance on opening the school to all year groups, I will write again. I will also write before half term on the implications of re-starting school on the support we are able to give to Home Learning for other year groups.

This phased return is being managed with extreme care and caution so that all necessary protective measures can be put in place.

We are planning for how we can implement the government's guidance for these year groups initially [and need to know what the likely uptake of places will be](#). I will send out a separate email shortly [for Reception, Year 1 and Year 6 parents only, which will ask a short series of questions](#). Please could you respond to that email as soon as possible, even if you have already emailed me with your intentions. The government have stated that whilst they, *'strongly encourage children in eligible groups to attend, we will not penalise people for keeping their children at home. Parents will not be fined for non-attendance at this time and schools will not be held to account for attendance levels.'*

In order for you to make an informed decision about whether you send your child in to school, I will set out below information about how we will need to operate.

The Department for Education have stated that, *'We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account.'* However, they recognise that it is still important to reduce contact between people as much as possible, and their advice is that we can achieve that and reduce transmission risk by ensuring children, young people and staff where possible, only mix in a small, consistent group and that small group stays away from other people and groups.

In order to ensure protective measures are in place, the Department for Education have published requirements for schools. On reviewing these requirements we can build a picture of what school [for these year groups \(Reception, Year 1 and Year 6\)](#) will look like in Bourn over the coming weeks. [This will not be the school environment that the children are used to. We really do look forward to 'normal' school life – this is not it.](#)

- [Groups will be no more than 15 initially, as per guidance. There will be two adults](#) so that the groups can be further split with one being inside whilst the other is outside, wherever possible.
- Children will only mix with their group and will have the same adult/s with them each day. These groups will be known as bubbles.

- Some groups will not be led by a teacher, and some groups may have teachers or teaching assistants who are not well known to the children. Teachers will not be able to rotate between groups, but they will plan the activities for both groups [in the same year group](#).
- Children will not move around the school or use different classrooms during the day. There will be no assembly.
- Children will eat lunch in their classrooms. School dinners will be provided, which will be food that can be easily transported and served in classrooms. They may be cold lunches as well as hot lunches. All those entitled to a free school meal, including EYFS and Year 1 children will still have this.
- Playtime will be staggered, or if this is not possible, different groups will be allocated different parts of the school grounds.
- Drop off and pick up times for each group will be staggered as parents need to practice social distancing from other adults. Parents will not be allowed into the school building unless for a specified and previously agreed purpose eg meeting a member of staff, applying social distancing. We will [need](#) to have a pick up and drop off protocol to ensure shared understanding of expectations.
- Cleaning of the classroom surfaces, etc will take place at specified points during the school day. Doors will be propped open, toilet areas will be cleaned after use. There will be a thorough cleaning of classrooms at the end of the school day.
- Children and staff will wash their hands on entry to school, before break time, before lunchtime, before eating and after going to the toilet, as well as after sneezing or coughing. This will be supervised. Children will be encouraged to use tissues
- The use of shared items will be reduced, and if items have to be shared, they will be washed after each use. [We have had to remove soft furnishings and soft toys from classrooms and other items/equipment with multiple parts as well as other items that will be difficult to clean regularly.](#)
- [Children will not be able to bring in items from home](#)
- Face coverings for staff and children will not be used, as per government guidance.

The guidance to schools who are unable to provide enough groups is that **we must** prioritise in the following order:

- i) Childcare (Bourn Club)
- ii) Reception
- iii) Year 1
- iv) Year 6.

We have no flexibility over this. Due to the current availability of staff, we are unable to have more than 3 or 4 class groups as well as Bourn Club. Although initially, we may not have a full year group uptake of places, we must plan for this to increase as parents gain confidence in their children being in school and as the national picture changes. Therefore, we must plan first for two EYFS classes, then two Year 1 classes and then two Year 6 classes. If staffing availability changes, and if the national requirements change (ie allowing more children in a group), then we will be able to offer school to all of Year 1 and Year 6. [This means that we are not able to provide school for Year 6 at this time. I really do understand the need for Year 6 to be in school and to plan for their transition to secondary school. I know this will be disappointing to many families, but we have no choice over which year groups to prioritise.](#)

Of course this is [far from](#) ideal, and it is very complex [to organise](#). I had hoped that when schools returned, it would be at a time when it was considered safe for all children to come back together. However, that is not the case, and we are in the world of providing some children with time in school that is far from what they are used to. As parents, you may find the measures we are

required to put in place reassuring, or you may feel the contrary. It will not be school as we know it, and it won't be what the children are used to. You know your child best and you will know whether they will take this in their stride or whether the changes will make them anxious. You will need to make your own decisions, based on this as well as your own circumstances and any health conditions of your children and other family members. I will support the decisions you make because we know they will be made with your child's best interest at heart.

**In the next email, for Reception, Year 1 and Year 6 parents only, there will be a series of questions.**

It would be very helpful if you could complete them with simple answers at the moment to help our planning. I outlined earlier that you will not be penalised if you do not send your children to school. You may also change your mind over the coming weeks, depending on the national picture. If you say no (or yes) on the survey and change your mind, either before or after school starts, please let me know as soon as possible. You are not able to choose any form of part time option. I anticipate that parents will have lots of questions and comments. Please feel free to email me, but bear in mind that I have no choice but to follow government guidance.

I am really looking forward to the time when I can write emails and newsletters about normal every day school issues such as lost property!

Best wishes,

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*hope courage justice forgiveness friendship*