



# THE FEDERATION OF BURLEY AND SOPLEY PRIMARY SCHOOLS



Executive Headteacher: Mrs Helen Morris  
Executive Deputy Headteacher: Nanette Allies

Dear Parents/Carers,

It feels such a long time ago that we had **all** of our amazing children in school. The team and I have missed having you all in school and are looking forward to seeing you on Monday 7th September.

We are incredibly proud of how many children came in to school before the summer holidays and we are now looking forward to returning to the new 'normal'. Prior to the summer holidays a communication was sent to you, regarding the return to school. There have been few changes to our guidance, which you will see below.

## **September Return**

Returning to school fully in September is going to evoke different emotions for everyone involved and we would like to assure you that the whole team will be doing everything we can to ensure you and the children are as confident as possible about returning to school. The government announcement that schools should fully reopen from the start of the upcoming autumn term was decided on the basis of:

- The prevalence of coronavirus decreasing
- The new NHS test and trace system being in place
- More clarity about the measures that need to be in place to create safe environments in schools
- Time out of school being detrimental to children's development
- The low risk to children of becoming severely ill from coronavirus

We will continue to work hard to make the school a safe, enjoyable environment and hopefully this information will explain what you can expect from us and what we will expect from all of our Parents/Carers.

## **Staggered start and end to the school day**

To ensure that we can maintain levels of social distancing we will continue to ask for children to be dropped off and collected at their allotted time. The school field gate will be the primary point of access and parents are to come onto the cricket green to drop off and collect their child.

Children's drop off and collection times have been allocated based on your surnames

A - E should arrive between 8.40 am and 8.50 am and should be collected at 3.00 pm

F - K should arrive between 8.50 am and 9.00 am and should be collected at 3.10 pm

L - Z should arrive between 9.00 am and 9.10 am and should be collected at 3.20pm

There will be staff on the gate to welcome you and we are available for a 'socially distanced' chat if you need to share anything with us. Alternatively, if you need to pass a message to

the class teacher or any other adult in school you can phone or email the school office who will ensure the message is passed on.

### **Attendance**

Attendance will be mandatory in September, as the government expects all pupils to attend school. The usual rules will apply, meaning we will be recording attendance and following up on any absences.

If your child(ren) had been staying at home due to the current shielding guidance, the government paused this guidance on 1 August, as there was a continued decline in coronavirus transmission rates. This means children are able to come back to school in September. We are happy to discuss any concerns you may have around this.

However, if you have received clinical or public health advice that your children should remain at home, please let us know and continue to follow that guidance. We will be offering remote education to these pupils.

### **School Office**

The school office will be open but please only come into the office if it is unavoidable. Please phone or email the office if you need anything. Please continue to make payments on line. The office team will be making sure that communication is sent out via scopay and/or on the school website so you are as informed as possible.

### **Bubbles**

Children will be split in to three 'bubble' groups. Year R, 1 and 2 will form one 'bubble', Year 3 and 4 will form a second 'bubble' and Year 5 and 6 will form 'bubble' three. The purpose of the 'bubbles' is to keep children and staff together to ensure they have as minimal contact as necessary with others in the school. 'Bubbles' will have their own designated outdoor space, will mix within their classroom for learning opportunities, will eat lunch together and will use the same allocated toilets.

### **Safety measures**

When your children come into school, we will have the following protective measures in place:

- Only essential items can be brought to school to minimize the risk of spreading e.g. packed lunch boxes, water bottles, sun hats, and sun lotion. We will provide children with their own stationary pack; the Burley Team will regularly sanitize shared bubble resources.
- Children will be kept safe in school by ensuring good personal hygiene, keeping them in their 'bubbles', limited changes to timetables, conducting regular school cleaning whilst maintaining essential social distancing measures.
- Children will be constantly reminded of the rules in a positive way to ensure that they are continuously being kept safe.
- Children are to return to school in full school uniform. On PE days, you will need to come in in your PE Kit for the whole day. There will be no need to bring your PE Kit in to school on any other day. We will inform you of this day on Monday.

- If a child or staff member displays symptoms in school, they will be immediately isolated and sent home. A COVID test will then be required as soon as possible.

If we have a confirmed case, we will close the bubble the child or adult is in.

We are not currently planning school trips for the first half term but will inform you if this changes.

### **What if my child is exhibiting symptoms?**

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

For most people, COVID-19 will be a mild illness. However, if you have any of the symptoms above you must stay at home and arrange to have a test to see if you have COVID-19

### **Main government messages (updated August 13th)**

If your child has [symptoms](#) of COVID-19 however mild, they must self-isolate for at least 10 days from when their symptoms started. You should arrange for them to have a test to see if they have COVID-19.

If they are not experiencing symptoms but have tested positive for COVID-19 they also must self-isolate for at least 10 days, starting from the day the test was taken. If they develop symptoms during this isolation period, they must restart your 10-day isolation from the day they develop symptoms.

After 10 days, if they still have a temperature they should continue to self-isolate and seek medical advice. They do not need to self-isolate after 10 days if they only have a cough or loss of sense of smell or taste, as these symptoms can last for several weeks after the infection has gone.

All other household members must stay at home and not leave the house for 14 days. The 14-day period starts from the day when the first person in the household became ill or if they do not have symptoms, from the day their test was taken. If anyone else in the household starts displaying symptoms, they must stay at home for at least 10 days from when their symptoms appear, regardless of what day they are on in their original 14-day isolation period.

If you have [symptoms](#), try and stay as far away from other members of your household as possible. It is especially important to stay away from anyone who is clinically vulnerable or clinically extremely vulnerable with whom you share a household.

Following a positive test result, you will receive a request by text, email or phone to log into the NHS Test and Trace service website and provide information about recent close contacts.

If you feel you cannot cope with your symptoms at home, or your condition gets worse, then use the [NHS 111 online](#) COVID-19 service. If you do not have internet access, call NHS 111. For a medical emergency dial 999.

If you develop COVID-19 [symptoms](#) again at any point after ending your first period of isolation (self or household) then you must follow the guidance on self-isolation again. The section below has further information.

**You must inform the school by email if you or your child are going to have a test. You must also inform the school via email of the results BEFORE returning your child to school.**

### **School Lunches**

Hot school meals will be available from Monday 7th September. A menu will be sent to you on Monday. You may also send your child with a packed lunch if you wish. 'Bubble 1' (R, 1 and 2) will eat in the school hall and 'bubble' 2 and 3 will eat in their classrooms.

### **Morning Snacks**

There will be no morning break time snacks available from the school. You may send your child in with a healthy morning snack, which will be kept in your child's own school tray. Please be reminded that crisps and chocolate bars are not healthy morning snacks, as we have been seeing a number of these creeping in this school year. I would also like to remind you that we are a strict 'nut free' school.

### **School Bags**

Please avoid sending your children in to school with backpacks. There is very little your child needs to bring in to school with them and they will make social distancing in cloakrooms more challenging.

### **Curriculum**

Although there will need to be some changes to reflect the teaching time that was lost during the lockdown, we will still be doing our best to provide an ambitious, broad curriculum.

Our current plan is:

- All children will be assessed upon returning to school through a range of different strategies.
- The purpose of these will be to identify individual starting points and gaps in knowledge created during lock down.

Catch-up teaching will prioritise math and English although we will continue to provide opportunities to experience the wider curriculum.

We aim to have returned to our full curriculum by January 2021.

If at any point, we have to return to lockdown the school will provide remote learning.

We are currently seeking further advice and information regarding external club providers and will have more information in September

## **Pastoral support**

We are aware that the lockdown has been a difficult time for many of us, including our pupils.

Please let us know if you think your children might need extra support when returning to school, such as if they feel anxious about coming back or they are experiencing bereavement. You can get in touch with [admin@burley.hants.sch.uk](mailto:admin@burley.hants.sch.uk) to do this.

Our current plans to support your children's wellbeing during this time are:

- An increase in lessons focusing on health and mental well-being
- Specific pastoral support to any children who may be particularly concerned about returning to school

If you have any questions or concerns about the points we have set out above, please get in touch via email. There is also information available on the school website to support mental health.

We are extremely grateful for all the support we have received so far from the school community. We will continue to keep in touch if there are any updates to our plans or if we need to make changes due to new or updated government advice.

Warm regards

Helen Morris  
Executive Headteacher

Nanette Allies  
Executive Deputy Headteacher

Sopley Primary School,  
South Ripley, Bransgore,  
Christchurch, Dorset BH23 8ET  
Email: [admin@sopley.hants.sch.uk](mailto:admin@sopley.hants.sch.uk)  
[www.burleyandsopleyfederation.org.uk](http://www.burleyandsopleyfederation.org.uk)  
Tel: 01425 672343

Burley Primary School (Main Federation Office)  
Church Lane, Burley,  
Ringwood, Hampshire, BH24 4AP  
Email: [adminoffice@burley.hants.sch.uk](mailto:adminoffice@burley.hants.sch.uk)  
[www.burleyandsopleyfederation.org.uk](http://www.burleyandsopleyfederation.org.uk)  
Tel: 01425 403375



