



Robert Miles
Infant School

Thursday 21st May 2020

Dear Parents,

As you know we have been asked to begin a phased reopening no earlier than 1st June 2020. This has created mixed feelings for you as parents and us as staff. We all wish to see this period of lockdown come to an end but are also very concerned about the safety of everyone involved, which is why we must proceed carefully. To achieve as safe an environment as possible, you will understand that our schools cannot operate as they did before lockdown. We sent you some information last week that gave you some idea of what school will look like.

The Government set out five conditions that they wanted to be met before schools would be allowed to reopen. The Government will decide on 28th May 2020 if these conditions have been met, so the plans set out below could change.

As you can appreciate, there are many factors out of our control - Government decisions, staff illness, key worker provision needing to be increased. Therefore the plan set out below is based on our intentions. We will also need to review our plan weekly and we will communicate with you by a Wednesday afternoon if any changes need to be made to the following week's plan.

Who is coming back first?

We have spent a considerable amount of time analysing, considering and planning what the environment will look like and how the children will be taught. The Government guidance has suggested that we prioritise Reception children. As professionals, we have been concerned about this. Teaching an Early Years curriculum with all children at individual tables and with much of their equipment put away is difficult to imagine and we have asked whether putting our Reception children in this position all day every day is the right way forward. This has been echoed by you as parents when responding to our questionnaire. Half of Reception parents have not wanted to send their children back and many of those parents have stated that they don't think the environment will be suitable. **Taking all of this into account our Trust has decided that we will initially bring back all our Year 1 pupils on a full time basis as we feel they are better able to cope with a more structured environment.**

We believe we can safely accommodate 12 children in a class. This leaves us with a classroom that can be used for groups of Reception children. **Therefore it is our intention to offer Reception children 1 full day in school per week, mixed with continuing their home learning beginning on possibly 8th June or 15th June 2020. This is dependent on our key worker numbers. If they should rise significantly, we will not be able to offer this as we will not have the physical space.**

Robert Miles Infant School | School Lane, Bingham, Nottingham NG13 8FE

Telephone: 01949 837422 | Email: office@rmischool.co.uk | Website: www.rmischool.co.uk

Executive Head Teachers: **Helen Duffy** BA (Hons), QTS, NPQH **Victoria Hayles** BEd (Hons), NPQH | Head of School: **Linda Barbuti** BA (QTS), NPQSL

Robert Miles Infant School is a member of the Nova Education Trust | Registered in England and Wales—No. 7635510

Registered Office: C19, The Sir Colin Campbell Building, University of Nottingham Innovation Park, Triumph Road, Nottingham NG7 2TU, ENGLAND



When are we opening?







In order to reopen there are many factors that need to be in place first. We need to have risk assessments in place, cleaning equipment, PPE, signage, reorganisation of classrooms, staff need to know new protocols. **Therefore, we will plan to reopen on Wednesday 3rd June 2020.** This will be for our Year 1 children only and people who have booked key worker provision through the questionnaire we sent out. For children who have booked a key worker place school will be open on Monday 1st and 2nd June 2020. We will not be able to accept children who have not booked.

Hopefully, Reception children will be able to join week beginning 8th June or 15th June 2020 for 1 day per week. We will confirm this on the 3rd June 2020.

School will be closing at lunchtime on Friday afternoons. Teachers are entitled to time during the week for planning and preparation. This is usually covered by different staff going in to classrooms to cover. However to minimise contact with other adults our Trust have decided that school will close at lunchtime and staff will use Friday afternoon to plan and prepare.

When to arrive

We need to stagger children's arrival and exit times. Your child will be in a group of 12 which will either be called Bees, Butterflies, Lions, Tigers, Polar bears or Penguins. You will receive a personal email telling you your child's group name and your arrival and pick up times. You will need to follow our one way system around the site. I am hoping to send you a video message before the 3rd June 2020 which will talk you through it. Parents will not be able to bring their children in to school. Children and staff only will be admitted to the building. There will be staff outside the building who will direct you. Please help us by maintaining a 2m social distance when dropping off and picking up. We are trying to limit the number of people on site, so only bring siblings with you if you have no choice.

Entry point	Maple class Door 5	Willow class Door 4	Yr 1 door Door 3	Ramp door Door 2	Yr 1 door Door 3	Ramp door Door 2
Classroom	Maple	Willow	Beech	Sycamore	Cedar	Oak
	Butterflies 	Bees 	Tigers 	Penguins 	Lions 	Polar bears 
Start time	8.40	8.50	9.00	9.10	9.20	9.30
Pick up time (Friday lunch pick up)	2.30	2.40 12.10	2.50 12.20	3.00 12.30	3.10 12.40	3.20 12.50

What to wear

Children may wish to wear a face mask or a similar face covering but, if they do, their families will need to provide this.

We will not require our children to wear uniform. If you prefer your child to wear school uniform that is fine. We ask children to wear a top that is easily washable, e.g. a T-shirt/Polo shirt. **The government recommends that where there has been social contact with others, the person should wash their clothes every day and they should shower or take a bath.**

What will my child bring to school?

As we said on last week's letter please do not send in book bags or PE kits. If your child brings their own lunch please make sure it is easily washable e.g. just a plastic box. If your child does need to bring a bag please make it a plastic disposable bag. They can bring their own named water bottle, which they will keep on their desk.

How will my child learn at school from June 1st?

Children will be placed into groups of 12. They will remain in this group, with these adults, at all times in order to minimise contact. Groups may not be in their usual classrooms or with their usual adult, but we will try to keep changes to a minimum. The children will still be doing some Maths, English and Topic throughout the week, but it may not follow the same structure or content as was previously planned. The focus will be on ensuring children are happy, healthy and consolidating previously learnt skills. Unfortunately, the government guidance is to limit shared resources. Therefore, we will not be sending any reading books home at present. Instead, we continue to advise children to read books from home. Where books are used in school they will be cleaned after use.

Lunchtimes

Our school kitchen will not be providing hot food. The hall is currently being used for key worker children and so is not available and we cannot deliver hot food to the classrooms.

A packed lunch will be delivered to the children to eat in the classroom. This includes key worker children.

If your child has dietary needs/vegetarian then we can accommodate those, but at the moment we can offer only cheese sandwiches. Therefore if your child does not like cheese then please send them with their own sandwich and they can have everything else from the school packed lunch bag.

Children will have their own Midday Supervisor for their own individual group and that will remain the same each day.

Children will be allowed to go outside at lunchtime in their small groups and will go outside throughout the day to ensure they have fresh air.

Toilets

Children will be allowed to visit the toilet when necessary. School is employing extra cleaning staff to ensure that the toilets and other areas in school are cleaned throughout the day.

Home learning

If your child is not coming into school then we will still be offering home learning as we have been doing. However, as all teaching staff will be in school teaching each day they may not be able to respond to work and messages with the same speed that they did before or it may be a different member of staff that responds.

If your child is unwell

If your child is feeling unwell, please **DO NOT SEND THEM TO SCHOOL**. We appreciate this can be a difficult assessment to make but, for the time being, we need, and we ask you, to act with caution and, if in doubt, please keep them away from school for the sake of the safety of their fellow learners and the staff. If any learner begins to present with symptoms that indicate they are unwell they will be sent to the school's medical room and parents/carers will be asked to collect them immediately. Our school will regularly take non-contact temperature checks on any learners who appear to be unwell.

KoolKidz

Unfortunately at this time we are not able to offer our KoolKidz provision as we need all our staff to offer main school and key worker provision. Also we do not have an additional space as the hall is being used.

Key workers/Vulnerable children

While main school has been closed key worker/vulnerable children have been able to drop off to the main office throughout the day. Because we wish to keep groups separate key worker/vulnerable children must now follow the one way system and come to the doors at the back of the hall, drop off time is at **8.30am, not throughout the morning**. Collection time is between **3.30pm and 4.30pm**.

If you have a Reception child and have a key worker place, on their allocated day to be in main school they will be able to go from the key worker provision in the hall into main school, unless you request otherwise.

If you have a child in main school and a sibling in key worker provision please drop off the child for key worker provision at the time you drop off the child in main school.

The school office

We ask that you do not attempt to access the school office. Any enquiries should be by phone or email using the details below. If you need to drop off/collect something from the office, please contact them to arrange an appropriate time for this. If you need to

contact a teacher please email/ring the office and they can pass the message on, or if it is not urgent, you can contact your child's teacher through Tapestry.

Office contact details:

Phone: 01949 837 422

Email: office@rmischool.co.uk

Attendance

During this half term we will not be following our usual attendance policy. You will not be issued letters or fines for non-attendance. We would encourage you to attend but we absolutely respect the decisions you make for your family. The questionnaire that was sent out previously was a guide to your thoughts - it wasn't a commitment one way or the other and you are still free to make a decision.

I apologise for such a long letter but I have been trying to anticipate questions you may have. Hopefully, this letter will answer many of your questions. If you have further questions please email office@rmischool.co.uk. Please be aware that given the speed with which these plans have had to be formulated, and how dynamic the current situation is, we may not have complete answers to every question at this stage, but we shall do our very best to help.

Yours sincerely



Mrs L Barbuti
Head of School



Mrs J Cash
Chair of Governors