



Whitley Chapel Church of England First School
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Headteacher: Miss Jenny Morgan

Dear Parents

Friday 4th September 2020

Welcome back to the new term – I hope you were all able to have some relaxation during the summer holidays. The children have made a good start back and we are really pleased to see them, and also to welcome some newcomers to the school. This is an unusual start to the year for all of us because of Covid-19, and we have had to change some of our previous routines. Please can you work with us while we try to get it right – we are doing our best to keep you and your children safe.

New routines because of Covid- 19

- Thank you for your cooperation in not coming in to the building with the children – it IS very unfortunate that we are not able to invite you in at the beginning of the year, particularly for parents of our youngest pupils, but we do need to keep the number of adults in school to an absolute minimum and not take any risks with passing on infection to the children or staff. It is amazing how quickly the children get used to routines and learn to be independent, so thank you for helping with this.
- Please can parents ensure that they do not send children in to school before 8.50 am unless they are attending Breakfast Club. It is very important that pupils are not in school unsupervised before they have washed their hands, and teachers may not be in their classrooms to receive them.
- We would ask all parents to be aware of social distancing at the end of the school day at pick up times. Parents of Early Years children must stand on the yellow part of the playground and wait for your child to be sent out to you. Parents of Class One children must stand where the Keyhole gardens are and wait for your child to be sent to you. Parents of Class Two children must stand on the car park in sight of the cabin door exit. As soon as your child has come to you, please make your way straight out of school and do not congregate in the playground. We would particularly ask that parents who have children under school age do not allow their children to wander around and get in the way of pupils exiting, or allow them into the Covered area to play with the toys.
- Please can all children bring a water bottle to school, which will be returned at the end of each day so that it can be washed and refilled, as we are unable to use the water fountain because of the risk of infection.

Action to take in case of illness

We are asking all parents to be extra vigilant and take any possible sign of illness in their children very seriously. In the past we have not minded if a child is sent to school suffering from a minor cold, but we cannot now take any chances. If your child has a raised temperature, a cough, sickness, loss of taste or

smell, or cold symptoms, please do not assume that it is just a minor infection, and DO NOT send them in to school. We would ask all parents to take their children to be tested for Covid-19 at one of our local test sites. Please call NHS 911 for advice. If your child has to be tested, you MUST NOT send them back to school until you have the result, and school needs to be informed that the child has been tested and what the result was. Obviously if it is negative and the child is feeling better, you can bring them straight back to school, even in the middle of the day. However, if it is positive, school MUST be informed straight away, as we will need to seek advice about which children and staff will need to go into quarantine. We are asking staff to take the same precautions, and you will be informed straight away if any action needs to be taken. Obviously this will mean that there will be an increase in the number of occasions when children need to be absent from school while testing or quarantine goes on, but we all need to take responsibility for protecting each other.

I will be sending home a form for you to update with your most recent contact details – this is really important for us to have in case your child becomes ill while they are in school as we need you to be able to collect them immediately. Please can you make sure you have alternative contacts that we can ring if you are not available.

I will also be sending home a permission form for us to take photos and videos of your child. Because of Covid-19, there may well be occasions this term in particular when we might want to send parents a link to a recording or a DVD of a school event because we can't invite you in to watch, such as Class Collective Worship, or the Nativity play. Please be assured that we will do everything we can to make sure that any links are limited to parents and guardians of the school only, and we will not publish any names that can be linked to specific children.

I am attaching a calendar for the term. We are hoping to carry on with as many of our usual activities as possible despite everything, we will just have to try and be a bit creative about how we can manage it!

Kind regards

Jenny Morgan

Dates for the term	
Date	Event
Friday 4 th September	Class 2 Forest School PM
Friday 11 th September	Class 1 Forest School PM
Friday 18 th September	Year 4 Collective Worship
Saturday 19 th September	Leek Show
Monday 21 st – Friday 25 th September	Healthy School Week
Tuesday 29 th September	Early Years Forest School AM
Friday 2 nd October	Harvest Lunch outdoors (Will take place on Friday 9 th October if 2 nd October is wet)
Thursday 8 th October	Class 2 Forest School AM
Wednesday 14 th October	Early Years Forest School AM
Friday 16 th October	Year 3 Collective Worship
Tuesday 20 th October	Class 1 Forest School AM
Thursday 22 nd October	Pupils break up for Half term holiday
Friday 23 rd October	Teacher Training day (School closed to pupils)
Monday 26 th – Friday 30 th October	HALF TERM HOLIDAY
Weeks beginning 9 th and 16 th November	Parent consultations with teachers – individual dates will be arranged
Tuesday 3 rd November	Class 2 Forest School AM
Wednesday 11 th November	Remembrance Day service (Outside with parents and friends invited if weather permits, otherwise in school and service will be recorded)
Thursday 12 th November	Class 1 Forest School AM
Friday 13 th November	Year 2 Collective Worship
Friday 27 th November	Year 1 Collective Worship
Thursday 10 th December	Performance of Nativity play (to be recorded unless situation with Covid – 19 improves)
Week beginning 14 th December	Early years Christmas Party, Class 1 & 2 Christmas Party, Christmas Lunch – dates to be arranged
Friday 18 th December	Christingle Service in school PM School closes for Christmas holiday 2.15 pm
Monday 21 st December – Monday 4 th January	CHRISTMAS HOLIDAYS
Monday 4 th January 2021	Teacher Training Day (School closed to pupils)
Tuesday 5 th January 2021	First day of Spring term