

Cardinham School



Grow your mind; aim high

CARDINHAM SCHOOL, CARDINHAM, BODMIN,  
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**Friday 24<sup>th</sup> July 2020**

**RE: Cardinham School September 2020**

Dear Parents & Carers,

As we end this academic year, I'd like to extend my thanks and appreciation for your patience and understanding during this time. It has, without doubt, been a challenging time for families, but I'm pleased to be able to share key information about how we intend to welcome all pupils back to the school at the start of September.

Yesterday, we were all feeling a little emotional as we said goodbye to our Year 6 pupils. It has been a privilege to see this Y6 cohort flourish and grow and I am confident that all of them are ready to fly the Cardinham nest and will do so well in their respective new secondary schools. Good luck Year 6!

Other leavers are Mrs Grant, who left us at Easter after being an integral part of our school for so long. Yesterday, we also said goodbye to Mrs Rowe, another all-round fabulous member of staff who will be sorely missed. We congratulate both Mrs Grant and Mrs Rowe with their new positions and wish them well in their new jobs.

We are delighted to be welcoming Mr Wilson to share the responsibility for Squirrel class with Mrs Phillips and we have just appointed Mrs Thomas to be Mr Jones' new Teaching Assistant, so the team is complete again!

The rest of this letter will outline our plans for the full reopening of school in September. Despite it being the end of the academic year, please do not hesitate to email us with any questions.

### **School Term Dates 2020-21**

<b>Diary Dates</b>	<b>Cardinham School</b>
Thurs 3 <sup>rd</sup> Sept	Autumn Term Begins for Year 1 to 6
Mon 7 <sup>th</sup> Sept	Transition picnic for Reception at 12pm at Woodside
Tues 8 <sup>th</sup> Sept	Reception 1 <sup>st</sup> 'Official' Day at School
Mon 14 <sup>th</sup> Sept	Nursery Starts
Mon 21 <sup>st</sup> Sept	INSET DAY
Mon 26 <sup>th</sup> – Fri 30 <sup>th</sup> Oct	Autumn Half Term
Mon 2 <sup>nd</sup> Nov	INSET DAY
Fri 18 <sup>th</sup> Dec	Autumn Term Ends
Mon 4 <sup>th</sup> Jan 2021	INSET DAY
Tues 5 <sup>th</sup> Jan	Spring Term Begins
Mon 15 <sup>th</sup> Feb – Fri 19 <sup>th</sup> Feb	Spring Half Term
Thurs 1 <sup>st</sup> Apr	Spring Term Ends
Mon 19 <sup>th</sup> Apr	Summer Term Begins
Mon 31 <sup>st</sup> May – Fri 4 <sup>th</sup> Jun	Summer Half Term
Friday 11 <sup>th</sup> Jun	INSET DAY
Friday 9 <sup>th</sup> July	INSET DAY
Fri 23 <sup>rd</sup> July	Summer Term Ends

## Reception and Nursery

As you can see from the dates above, the nursery and reception children are started on different days to the rest of the school.

- **Reception Children:** As we haven't been able to organise our usual transition days, we are inviting Reception children into school on Monday 7<sup>th</sup> September for a picnic on the school field between 12pm and 2:30pm. We hope that this will settle them in nicely as it will give them the chance to get to know the adults and children in their class in a relaxed environment. On this day, the Reception class can come dressed in their own clothes. The Reception's 1<sup>st</sup> 'official' day will be on Tuesday 8<sup>th</sup> September where they will come to school dressed in their uniform for a 9am start.
- **Nursery Children:** Nursery children will be welcomed back on the week beginning Monday 14<sup>th</sup> September. The children's first day will depend on the days and hours that they have been allocated. All parents/carers should know which days their child is coming into nursery – if not, please do not hesitate to get in touch.

## Organisation of Pupil Groups

From September, the school will be operating at full capacity and will be open for 5 days a week. The children will be split into three class 'bubbles' and children will stay in these bubbles throughout the day. Please see the table below for more information.

Pupil Groups	Hedgehog Class	Squirrel Class	Fox Class
Year Groups	Nursery Reception Year 1	Year 2 Year 3	Year 4 Year 5 Year 6
Teachers	Mrs Pemberton (M & Tu) Mrs Ashley (W, Th & F)	Mrs Phillips (M & Tu) Mr Wilson (W, Th & F)	Mr Jones
Teaching Assistant	Ms Hooke Mrs Butler Mrs Harding Mrs Tucker	Mrs Stockman	Miss Heartwood Mrs Thomas
Location	Woodside	Squirrel Class	Fox Class

We have had a number of parents asking about school uniform in September; ***children will be expected to return to school wearing school uniform in September. A copy of our uniform policy can be found on the school website.***

## School Routines

As mentioned above, school will be operating at full capacity and will be open for five days a week. Children will remain in their class bubbles throughout the day and will not cross these bubbles during the normal school hours – this is one of the reasons that resulted in us have to revert back to three, fixed classes throughout the day. To prevent children crossing these bubbles, we will stagger lunchtimes, break times and drop off times; children will also eat their lunches in their classrooms and there will not be any whole school assemblies.

Please see overleaf for a table outlining timings for specific class bubbles throughout the day. These include updated drop-off and collection times.

Class	Hedgehog	Squirrel	Fox
School Timings	9am – 3:00pm	9am – 3:10pm	8:50am – 3:00pm
Morning Break	10:25 – 10:40	10:45 – 11:00	10:30 – 10:45
Morning Break Location	School Field/Woodside Playground	Playground	Playground
Lunch (Eat in Class)	12:15	12:00	12:30
Lunch Break	11:40 – 12:10	12:20 – 12:45	12:45 – 1:10
Lunch Break Play Location	School field/ Woodside Playground	Playground/ School Field	Playground/ School Field

We have also had a number of parents asking about school dinners: the school kitchen will be open for school meals. Due to the fact that dinners will be served in the children’s classrooms; the kitchen will be operating a ‘take-away’ style menu. More details will follow in the new school year. Remember that Reception, Year 1 and Year 2 are entitled to a free school meal.

### **Breakfast and After School Club**

***We have also had a number of parents asking whether Breakfast and After School Club will be reinstated. We are pleased to say that we were able to reoffer this provision.***

Children can be dropped off from 8am and collected as late as 5pm. The guidance states that children can cross bubbles when using breakfast and after-school club so this is an additional factor that parents will need to consider. We ask that this service is only used if you really have no other option and you must pre-book your child in at least one week in advance and preferably half termly.

### **Maintaining a Safe School Environment**

We are very much looking forward to seeing our children once again; we would like to reassure you that the safety of our school community is the highest priority. We have already touched on a few of the arrangements that we have made to mitigate the risk to pupils and parents. Further arrangements can be read below. These arrangements have been put into place following a full risk assessment process and are in line with guidance from the Department for Education. We will continue to review the arrangements we have implemented and update you with any changes as and when we make them.

We recognise that some of you may have some concerns about your child returning to school and that for some children another change will be unsettling for them. If you would like to talk to us about your child and any concerns you have about their return to school, please contact Mrs Bennett, Mr Jones or your child’s class teacher.

**Please note: it is very important for parents to understand that it is not possible to socially distance pupils in school.**

*“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.” DfE Planning guide for primary schools 14/5/20*

In our school we are doing all that we can to mitigate risks, and as part of this we are placing a strong emphasis on social distancing measures. Therefore, each group will be treated as a separate unit and drop off/collection arrangements, movement around the school site and all other everyday procedures have been adapted accordingly.

I would like to take this opportunity to remind you of the preventative measures the school has put in place since the beginning of June in order to minimise the spread of infection. These measures will continue to be in place in September.

As per the advice from the government, the following actions for infection control remain in place:

- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After breaks and sporting activities
  - Before food preparation
  - Before eating any food, including snacks
  - Before leaving school
  - At regular intervals throughout the day
- Installing alcohol-based hand sanitiser dispensers that contain at least 60 percent alcohol throughout the school.
- Ensuring pupils and staff understand that they must cover their cough or sneeze with a tissue, then dispose of the tissue safely.
- Keep doors and windows open where this is safe to do so.
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual.
- Displaying coronavirus infection control measures information posters around the school.

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

In line with the current NHS and government advice, you should keep your child at home if they develop coronavirus symptoms for a period of seven days. Symptoms include a high temperature, a change/loss of sense of taste and smell or a new, continuous cough. Where symptoms continue after seven days, or begin to worsen, you should call 111. If someone in your child’s household has symptoms, your child must self-isolate for 14 days from the day the other person’s symptoms started. This is because it can take 14 days for symptoms to appear. More information regarding symptoms/actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

If you think your child may have been exposed to or has coronavirus, if they develop symptoms or if your child receives a positive test result for coronavirus, please contact the school on 01208 821326 at the earliest opportunity.

The following procedure is taken directly from our risk assessment and are the steps that will be taken should a child become unwell at school:

*“Parents/carers/pupils/staff must not attend school if they have symptoms of coronavirus. When a person develops any signs of an illness at school, they will require a temperature check. If a pupil/adult is coughing continuously, has a temperature that is greater than 38 degrees, has had a change to their taste or smell or are vomiting, they will be isolated in Jay Class. A pupil will be accompanied by a member of staff wearing PPE. Parent/carers will be telephoned for an immediate pickup. When pupil/staff has left, a deep clean of Jay Class and the classroom space will be completed as soon as possible. The pupil/staff member must have a Covid-19 test. If negative, the pupil/staff member can return to school when well enough. If positive, it is likely that Public Health will require all members of the class bubble to stay home and isolate for 14 days. The classroom will then have an infection clean by contract cleaners.”*

### **Arrangements for the Start and End of the School Day**

The beginning and end of the school day are the busiest times for children and adults gathering together in one place, maintaining safe distances within normal arrangements can be a challenge. We have implemented the following measures for when pupils return to school:

- Staggered start and finish times, please see table above
- Only one parent to drop off/pick up please, maintaining social distancing.
- Parents to drop off pupil at the gate to be met by a member of staff.
- Pupils will line up in the playground near class room and teacher will take class into classroom.
- Where siblings have different start/finish times, families may pick one year groups timings and drop and collect all siblings at the same time.
- Parents to collect pupil from the gate at the allocated departure time, please park safely and maintain social distancing whilst waiting for your child.
- We normally love to have a chat with you and welcome you in, but at present we ask you not to enter the school grounds unless an appointment has been made by prior arrangement.

### **Continuing Support for Pupils and Families**

We do not underestimate how difficult the recent months have been for us all and we will all have been touched in some way by the coronavirus pandemic. We recognise the need to focus on pupils' emotional wellbeing as well as their return to learning. The following support is in place for pupils once they return to school:

- Staff are specifically trained to give pastoral support for pupils on their return to school, including support for pupils who have experienced bereavement and loss.

Parents may wish to seek support for themselves from support agencies. Some of the main support providers are listed below:

- A variety of support information can be found on the government website, [www.gov.uk](http://www.gov.uk)
- Samaritans – call free 24 hours a day on 116 123
- National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247

- Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged). A free webchat is available at [https://england.shelter.org.uk/get\\_help/webchat](https://england.shelter.org.uk/get_help/webchat)
- Penhaligon's Friends - a Cornish charity supporting bereaved children, young people, parents and carers throughout the county. Call 01209 210624.
- Wadebridge Foodbank – helping local people in crisis. <https://www.wadebridgefoodbank.org/> . In some situations the school is able to issue vouchers enabling our families to access support from the food, please email us if you feel you need support.

I hope that these arrangements provide you with the information you need to support your child to return to school. We hope that we have answered the FAQs sent in to us; however, as always, please do not hesitate to contact your child's class teacher should any more questions arise about schooling in September. We are always happy to discuss any questions that you may have.

Best wishes,

Mrs I Bennett  
Headteacher