

Cardinham School



Grow your mind; aim high

CARDINHAM SCHOOL, CARDINHAM, BODMIN,  
CORNWALL, PL30 4BN

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**Monday 4<sup>th</sup> January 2021**

**RE: Cardinham School January 2021**

Dear Parents & Carers,

Firstly, I would like to take this opportunity to wish you all a Happy New Year. It seems that we are returning to school for the new Spring Term in a very different climate to the one that we left at the end of the Autumn Term. The aim of this letter is to provide you with some reassurance in this very unsettling time.

The following information was initially sent out to parents in September and explains all of the measures that will be taken to keep your children safe in school. We ask that you take some time to read through the details. We would also be grateful if you could spend some time discussing the expectations with your child(ren) before they return to school tomorrow (Tuesday 5<sup>th</sup> January).

Of course, we are currently in a time when the landscape is continually changing. Should there be any changes to how school will be operating, we will communicate with parents and carers as soon as possible. Thank you for your continued support and patience.

### **Organisation of Pupil Groups**

The school will be continuing to operate 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.

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

Children will continue to be expected to come to school in school uniform; PE kit should be brought into school on the days that children are taught PE.

## 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 below for a breakdown of the important timings during the school day.

DO NOT attempt to drop off or collect your child outside of these times unless they have a sibling in another bubble. When waiting to collect/drop off your children, please observe social distancing to ensure that you are not coming into close contact with other class bubbles/households.

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

The school kitchen will continue to 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. Remember that Reception, Year 1 and Year 2 are entitled to a free school meal.

## Breakfast and After School Club

***We will be continuing to offer Breakfast and After School Club.***

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.

## **Peripatetic Teaching**

- **Plymouth Argyle:** We have spoken to Plymouth Argyle regarding the P.E provision and we feel confident that the coach will still be able to come into school to deliver the sessions whilst maintaining the safety of our children. All sessions will take place outside and will be 5 minutes shorter to ensure all equipment can be cleaned down effectively. Coaches have also been instructed to maintain their distance as they were last term.
- **Music with Mr Warwick:** We can confirm that Mr Warwick will continue to teach whole class music lessons; however, he will not be delivering his 1:1 tuition for this half term. We feel confident that he is able to maintain social distancing and still teach whole classes in well ventilated rooms; however, we feel that the nature of 1:1 tuition requires guidance in close proximity which is why we have decided to postpone these sessions until at least after half term. We will continue to keep you updated regarding this matter.

## **Maintaining a Safe School Environment**

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 this term.

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 and whilst maintaining a comfortable temperature in the classroom.
  - 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. 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. 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 use the one way system whilst dropping off and collecting children.
- 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 children from the playground 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 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 learning. 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.

As always, please do not hesitate to contact your child's class teacher should any questions arise. We are always happy to discuss any questions that you may have.

Best wishes,

Mrs I Bennett  
Headteacher