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29<sup>th</sup> May 2020

Dear Parents/Guardians,

**Re: Re-opening of school from 1<sup>st</sup> June 2020**

I am writing to you to set out the arrangements we have made to re-open our school from 1<sup>st</sup> June 2020.

**THANK YOU!**

Before I set out these arrangements, I would like to take this opportunity to thank parents and guardians for your understanding and co-operation since we had to close to the majority of children on 20<sup>th</sup> March 2020. I know that this period has been challenging for many of our families. Some of you have had to juggle work commitments with managing childcare, some of you have children with special educational needs or a disability, some of you are single parents, some of you have large families, lots of you have financial concerns as well as worrying about parents and family members who fall into vulnerable groups. You have had a lot to cope with and I can only admire your strength and resilience at this time. I know you have all been clapping for our carers each Thursday but it's time you gave yourselves a pat on the back! We can thank God for blessing us with some good weather as we start to come out of lockdown. Maybe this is His way of saying 'well done' to our families!

**Governors**

I am pleased to tell you that following the meeting on Wednesday, our governors decided that our school is safe to gradually re-open. Governors are totally committed and fully understand their legal responsibility to protect the health, safety and welfare of our staff and children and therefore have asked that we start very slowly with some of the year groups the government have identified. Therefore, the school team have been working extremely hard to take the necessary steps to get the school 'covid ready' and we have followed the risk assessment guidelines from Manchester City Council. Governors have advised me to review and evaluate our risk assessments, policies and procedures on a regular basis and to keep them informed. They ask that parents be understanding, patient, adhere to the procedures and be ready for any changes at short notice.

**Next steps – a phased return**

From Monday, 1<sup>st</sup> June both schools are going to re-open but as is usual when schools have been closed for a period of time, we need to open to the staff first so that they can receive training, induction and orientation. This is particularly important on this occasion because of the health, safety and hygiene measures that will be in place from now on because of Covid-19. So, on 1<sup>st</sup> & 2<sup>nd</sup> June, school will only be open to staff.

**Children of Key Workers**

To start with, we will open for our children whose parents are key workers – those children who have already been attending school during this time. Those parents will need to register and undergo their induction on Monday and Tuesday. These children will return to school on Wednesday 3<sup>rd</sup> June. These parents have received letters about this today.

### **Children who have a social worker or an EHCP**

Registration and induction will take place for these children from **Wednesday 3<sup>rd</sup> June**. Parents will be able to register online and we will then email all of the relevant documentation for you to read. After parents have read the documentation, watched our orientation video and spoken to their child, they will be ready for induction. This will take place so that these children are ready to start on **Monday, 8<sup>th</sup> June**.

### **Children in Year 6**

Registration and induction will take place for these children from **Wednesday 3<sup>rd</sup> June**. Parents will be able to register online and we will then email all of the relevant documentation for you to read. After parents have read the documentation, watched our orientation video and spoken to their child, they will be ready for induction. This will take place so that these children are also ready to start on **Monday, 8<sup>th</sup> June**.

Our aim (and this may be aspirational) is to carry out induction with small groups of parents over Zoom! This will speed up the process and help iron out any queries. During the induction, parents will be able to ask lots of questions.

### **Review and Evaluate**

By **Thursday 11<sup>th</sup> June**, I will be ready to review and evaluate how things are going. We will have had the chance to test out our systems and procedures and we **MAY** be ready to move to the next phase - opening up to our next age group – Year 1.

### **Important notice**

Parents need to be aware that children may well not be returning to their previous classroom or having their usual teachers. This will be because certain classrooms may be out of action and certain staff are currently working remotely. I must inform you that things are going to be very different and we need your help in preparing our children for this. Staff will support you and your child with these changes during the induction process.

### **Change**

I must stress, we are living in an ever-changing world and we are all doing our best to adapt to these circumstances. I ask that all parents are understanding and co-operate with the school if and when action is taken at short notice.

### **Home-schooling**

For the majority of our children, home-schooling will continue. You will be hearing from your teachers early next week and I do hope that you will continue to engage with them.

Again, many thanks for the wonderful job you are doing and thank you also for the messages of support and kindness we have received. I am extremely proud to serve you and our community.

Yours sincerely,



MRS CLINTON  
EXECUTIVE HEADTEACHER