



Bowburn Primary School

Surtees Avenue

Bowburn

Durham

DH65DZ

Tel 0191 3770497 Fax 0191 3772710

www.bowburnprimary.durham.sch.uk

email bowburnprimary@durhamlearning.net

Head Teacher

Mrs J Glass

Deputy Head teachers

Mr P Soler, Miss C Noble

24.8.20.

Dear Parents and Carers.

Information for Parents and carers for September 2020 on pupils' safe return to school.

I hope everyone has had an enjoyable and safe summer break and I know that you will be keen to know the arrangements for your child returning to (or starting) school in September! I'd like to share the updates that have arrived over the summer holidays which have come from Government and the Local Authority on safer re-opening of schools. We have been working hard to make sure everything is ready and safe for staff and pupils to return to school. Our risk assessment has been updated and I will share on the website later this week. I will also put the School Prospectus on the website for new parents or for those who require additional information about school.

Returning to School :

Firstly, you will have seen a lot in the press and media that the Government have said that **ALL** children should return in September. Up until now coming back to school has been voluntary. We do therefore expect that you will send your child back in September. However, I appreciate this may be a difficult decision for you, given that Covid 19 is still there and whilst school will be as safe as we can make it the risk hasn't entirely disappeared. I would also ask you to look at our updated Attendance Policy, which I have also posted along with this letter.

School Dates/return:

School re-opens to pupils on Wednesday 2nd September 2020 (Tuesday 1st September is a teacher training day). Details of times for each year group are below. As with most schools there is some staggering of start/ finish times to prevent crowding, but I have tried to keep this to a minimum. Parents will not be able to enter the school building , unless by prior arrangement with the school.

Reception/ Nursery: As in "normal years, Reception and Nursery pupils will have staggered start to their term. All parents of pupils in Nursery and Reception should already have had a letter or email from school indicating the timetable for starting. These were sent in July before the end of term. If for some reason you have not received this, please contact the



school on Tuesday 1st September, or email the school office:

bowburnprimary@durhamlearning.net

Health and Hygiene:

Hopefully, all the children will be fit and well at the start of term and ready to come back to school. However, I must remind everyone again that you must not send your child to school if they show any signs or symptoms of Covid 19.

Please do not send your child to school if they have:

- **new or continuous cough,**
- **a high temperature**
- **or reduced sense of taste or smell.**

In addition, we would ask that you do not send them if they are generally unwell or show other symptoms e.g. of cold or flu , stomach upset etc. If they do show symptoms of Covid 19 you must follow the government guidance on isolation and let school know immediately, and if anyone within the household shows symptoms. We also ask that a test for Covid 19 is arranged online immediately for the child and /or the member of the household.

<https://www.nhs.uk/ask-for-a-coronavirus-test>

The outcome of this test should be shared with school as soon as it is received, as if it is positive we will need to take action.

There will still be a big emphasis on handwashing, hand sanitising and social distancing whenever possible. We trust you will reinforce this at home too. Children will be placed in 'year group bubbles' which will be kept apart from other bubbles as far as possible, for example at playtime and lunchtime . In order to get all pupils back to school, the social distancing in classrooms will be reduced (desks will be put back, but older infant and all junior children will face the front and be socially distanced from teaching staff) and we will ensure that adequate ventilation and outdoor learning takes place whenever we can.

If children show symptoms of Covid 19 during the school day, they will be isolated safely and you will be called to come to school immediately to collect them, then you must follow the guidance on isolation and arranging a test.

Breakfast Clubs, After School Clubs and School Lunches.

Unfortunately, for the time being we are unable to offer Breakfast Club or after school clubs. We hope to be able to restart breakfast club in each building as soon as feasible and we will keep parents updated. Places will be limited so will be allocated to children with working parents. We await further guidance on running after school clubs, however at present there are no visitors allowed on site to reduce infection risks. It may be possible to hold a limited number of staff run clubs in the future, again we will keep parents updated.

School lunches will be served in the usual way. Nursery pupils will have lunch in the nursery. All pupils in the infants are entitled to a free meal through universal entitlement. Lunchtimes will be staggered to allow cleaning to take place between year group sittings. Children will play outside in their year group bubbles after lunch. Please see our Packed Lunch policy on the website if you wish your child to bring a packed lunch. Also note that free school meals vouchers will end in September. If you have any questions about meals please contact the school office. If your child is in the juniors then meals cost £2.10 per day and can be paid for



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via Parent Pay. All parents should have now signed up for Parent Pay, if you have any problems with this please contact the school office.

School Uniform:

If you need to order school uniform this should be done online:

<https://studentuniform.co.uk/bowj044/>

The School Uniform policy can be found on the website in the 'School Policies' section.

Please ensure all uniform is marked with children names to prevent mix ups.

PE Kits:

Children will need a PE kit which follows our uniform policy. However, there is no need to bring this in on the first day of term. It is anticipated that children will be asked to come to school dressed in their PE kits on the days they need it, to save children having to get changed in school. Your child's class teacher will advise of the days in which they need to arrive in PE kit, once timetables have been completed in the first week of term. A school tracksuit is part of the PE uniform for older pupils and younger pupils would also need to wear something warm over their PE kit on the days they have PE.

What to bring (and not to bring !) to school:

Guidance around Covid 19 suggests that a minimum of equipment and items should be brought between home and school to reduce the risk of transmission of the Covid virus. We are therefore asking that you please do not need to send your child to school with a lot of stuff!

- Pencil cases and all stationery such as pens, pencils etc will be provided by school so are not needed. A large bag or backpack therefore is also not necessary. No bags or equipment can be brought into the classroom.
- Packed lunches should be brought in a packed lunch bag which should be wiped down at the end of the school day.
- A filled water bottle marked with your child's name can be brought if needed but will not be able to be refilled at school.
- School book bags can be used for reading books/homework, though teachers of younger pupils will be providing folders as in the past, as these can be easily wiped down.



- Government guidance at present says that there is no need for children or staff to wear face coverings/masks whilst in school. If your child wears a face covering on the way to school, please ensure you remove it before they enter.
- Hand sanitiser should not be brought by children as this will be readily available throughout school. Tissues will also be available in every classroom though your child may wish to bring their own tissues in case of a sneeze!
- If your child has medication, please contact the school office by phone or email to arrange. Please do not send your child into school with medication.

Start and End to the School Day:

General principles from guidance:

- **ALL parents/carers will need to socially distance themselves as much as possible on the school yard at start and finish times. Staff will not be supervising this.**
- **All children to be kept under control at all times.**
- **Parents should NOT congregate/talk at the school entrances.**
- **All parents/carers and pupils should leave the site immediately once the children have been dropped or collected.**
- **Only one parent /carer should bring and collect the child**
- **All children should be brought or collected by a responsible adult**
- **Children and parents should avoid mixing or socialising with others on the way to or from school**

As we are on two sites with three buildings the arrangements are complex- please ensure you are familiar with the arrangements prior to September start and stick to time slots as far as possible. If siblings are in different year groups or buildings please ensure you move around the sites safely, we do understand it may be difficult at first until routines are established.

Infant Building- Start and End of the School Day.

Nursery: Penguins and Puffins Nursery children in the 2 year old and 3 year old nurseries will use the side entrance. Parents will need to socially distance outside the gate until called in by a member of staff. Please do not park on the pavement in this area for safety. Details on staggered intakes and session times have been shared with parents in a separate letter from school. If you are still unsure of the times of sessions please contact the school office on 1st September or email bowburnprimary@durhamlearning.net

Reception: Shrimps and Minnows classes will come into the main gate and go to the red door in the fence of the outdoor classroom. Please come into the outdoor classroom and line up (socially distanced) by the yellow ramp. Staff will bring children into school, and bring them out at the end of the day. Parents should leave via the gate at the bottom of the outdoor classroom and go back round to the main entrance via the yard. Further details have already been shared with parents by email in July on staggered intake and start/ finish times. If you have not received this information please contact the school office on 1st September or email bowburnprimary@durhamlearning.net



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Year 1: Seahorses and Starfish classes will enter and leave school **via the accessible (disabled) entrance at the front of the school.**

- Come through the main gate and immediately turn left.
- Please queue (socially distanced) when waiting to drop off or collect the children.
- There is a one way system to leave via the gate opposite the entrance door.
- Children can be dropped off between 8.50am and 9.00am and collected between 2.50pm and 3.00pm

Year 2: Sharks and Dolphins classes will enter **via the main entrance at the rear of the school building.**

- Please round via the main yard and wait at the rear of the building observing distancing.
- Sharks class will come into school and be collected at the end of the day from the main door.
- Dolphins can be collected from the demountable (outside) classroom
- All parents and children can then exit via the carpark gate.
- Children can be dropped off between 8.50am and 9.00am and collected between 2.50pm and 3.00pm

Junior Building :

All children will normally be admitted from 8.45-9am. All parents must remain **outside** the main gates , socially distanced, at the start of the school day.

Year 3: Robins and Wrens

- **On the first day of term all Y3 children should arrive from 9.00am to 9.15am.**
- Parents must remain outside of the main gates
- Children will come down past main entrance and enter via the Y3 cloakroom door. (Staff will be there to direct them)
- After the first day, children can enter school from 8.45-9.00am as normal.

Year 4 : Swallows and Swifts:

- Children will be admitted from 8.45-9.00am



- Parents should remain outside of the main gates
- Children will come round onto the yard at the rear of the building.
- They will enter via the Y4 cloakroom door from the yard. (Staff will be there to direct them.)

Year 5: Owls and Ospreys :

- Children will be admitted from 8.45-9.00am
- Parents should remain outside of the main gates
- Children should walk along the path behind the school kitchen and enter via the Y5 cloakroom door at the end of the carpark. (Staff will be there to direct them.)

Year 6: Kites and Kestrels:

- Children will be admitted from 8.45-9.00am
- Parents should remain outside of the main gates
- Children should walk round onto the main yard and enter via the Y6 cloakroom door from the yard. (staff will be there to direct them.)

Collection of Junior Pupils :

Pupils can be collected from 3.00-3.15pm . The entrance and exit from the site is very tight and therefore we will introduce a new **ONE WAY SYSTEM** for collection of pupils. Parents must socially distance as far as possible and keep younger children under control at all times. **The new yellow line on the yard is for parents to remain behind whilst children are dismissed.**

Year 3, Year 4:

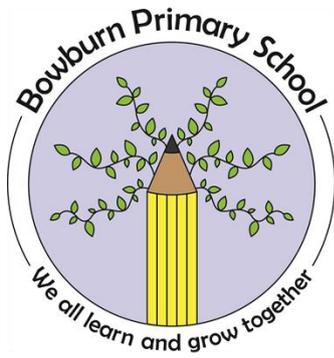
- Parents will be admitted onto the yard from 3.00pm.
- Walk round onto the yard and wait distanced behind the yellow line.
- Children will be brought out on to the yard by staff and handed over to parents.
- Follow the directions around the side of the school past Year 5 classrooms , and out via the main gates to the carpark .
- Do not go back the way you came in. (Staff will guide you at first.)

Year 5 and Year 6:

- Parents will be admitted into the yard from 3.00pm.
- Walk around on to the yard and wait distanced opposite Y5 and Y6 classrooms behind the yellow line.
- Children will be brought out onto the yard by staff and handed over to parents.
- Follow the directions around the side of the school past Year 5 classrooms , and out via the main gates to the carpark .
- Do not go back the way you came in. (Staff will guide you at first.)

Older pupils in Y5+6 who normally walk home unaccompanied will be brought to the gates via the same exit route. Pupils should not socialise with others on the way home from school. Any pupils who are not collected on time will be brought back into school.

This is all of the information and updates for now. Please keep looking at the website and Facebook page regularly for any updates to the above information.



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We are all really looking forward to welcoming the children back to school at the start of September, and appreciate your continued support. Stay Safe !

Mrs Glass.

