



Helmingham Primary School and Nursery

Helmingham
Stowmarket, Suffolk
IP14 6EX

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Headteacher: Mrs Bernadette M Cleland (B Ed Hons NPQH)

Wednesday 2nd September 2020

Dear Parents and Carers,



We are looking to welcoming you and your children back to school on Thursday 3rd September 2020.

The scaffolding has finally been removed ☺ and Otters, Woodpeckers and Owl's classrooms have been decorated so school is looking smart and ready for everyone's return.

As part of the Consortium Trust's pledge to 'Build Back Better', school now opens for years Reception to Year 6 at 8.30am and finishes at 3.30pm. This provides us with some extra teaching time and as we move through the Autumn Term we will be adding Curriculum Enrichment Clubs to our timetable, that will run from 3.30pm to 4.30pm.

Children in our Nursery group can be dropped off between 8.30am and 9.00am and can be collected from 3.15pm to 3.30pm.

School remains a little different than normal to ensure that we are 'Covid Secure', and our full risk assessment is available on the 'News and Events' page of our new website (www.helminghamprimaryschool.org.uk). You will also find Trust and School Newsletters here and we update this information regularly.

The procedures for the new term are that on arrival children in years 1-6 should use the front double wooden gates to enter the playground and children in Nursery and Reception years should use the usual Old School House entrance to the rear of the building. There will be a member of staff available daily to greet the children and check their temperature (with non-contact thermometer).

Years 1-6 should then proceed up the winding path where an additional member of staff will meet them at the entrance to the school building. Children will then be expected to wash their hands before entering the school.

We would like to request that parents drop their children at the wooden gates in the mornings please. If a child is running a temperature, they will be required to return home.

There are hand sanitising stations throughout the school and the children will wash their hands every time they enter the school building.

Most of the children's desks are now front facing and the staff will interact with the children 'side-on'. Some staff may wear visors.

Parents and carers are not currently permitted in the school or Early Years buildings unless previously arranged. If you need to come in for any reason, please speak to Kathy.

When collecting year 1-6 children, please enter the playground via the double wooden gates and respect social distancing protocol. We would be grateful if only 1 family member could collect children at the end of the day.

We are extremely pleased to be able to use our Early Years building again. We would ask that parents remain outside the gate for drop off and collection. There will be a member of staff present to greet you and we will be temperature checking the children on arrival and asking them to wash their hands.

We would also like to ask that children do not bring bags/backpacks into school. Currently **must** bring a water bottle, a coat and a packed lunch (if not having a school dinner). Please use plastic bags or lunch boxes. Menus are attached to this letter but please note that we are not currently able to offer the additional buffet style salad and bread option with each meal.

Jacket potatoes with either cheese or baked beans are still available Monday to Wednesday.

At the moment, the government fruit and vegetable scheme for Early Years and Key Stage 1 is currently on hold, we would therefore encourage the children to bring a snack in, especially with our longer days. This should a piece of fruit or vegetable.

On days where children have PE, please send your child to school in their PE kit. PE kit should be named and consist of the following:

- * Navy shorts
- * Navy tracksuit bottoms
- * Red PE t-shirt
- * Navy sweatshirt for winter
- * Black plimsolls for indoor PE
- * Suitable Trainers for outdoor PE
- * Drawstring PE bag

Initially we will not be sending reading books home but we will be teaching and practicing reading in school.

The size of our school and the number of students means that we are able to allow all the children to play together. Any equipment used will be cleaned frequently.

We will continue to wipe tables and chairs during the day, teaching resources as needed and implement a one-way system where appropriate.

While things may be little different on their return to school, we know from the children who were with us in the Summer term, that we can work successfully and safely.

Emma will be offering 'Rise and Shine Breakfast Club' every morning from 8.00am to 8.30am at a cost of £3.00 per child. If you would like your child to attend any morning sessions, please contact Kathy by 2.00pm the previous day to make a booking.

Some aspects of school will continue as normal – the children must wear school uniform must be appropriately dressed for the weather. Also please bear in mind that due to Covid precautions, school is a little chiller than normal with all the doors and windows open for better ventilation, so please ensure your child has appropriate clothing daily.

All children must also attend school on time. If your child will be late to school or is absent for any reason, please let us know.

Please also note that as per several communications last academic year, our school is now cash-free. All payments for dinners, nursery fees, clubs and trips etc. must now be made online at www.schoolgateway.com

If you have any problems accessing or using this payment method, please speak to Kathy.

Please ensure that all medication is sent in with your child on the first day of school and that all medicines/inhalers are clearly labelled and in date as they will need to remain in school. This week your child will be bringing home a Data Collection Form. Please check that all the details on this form are up to date, and please note any current medical issues for your child so that we can check that our medical records are up to date. Please return the form to the office by Friday 11th September 2020.

Finally I would like to welcome Miss Hannah Wills to our team as a Teaching Assistant who will work across the school. We are sure she will be a wonderful asset to the school.

I appreciate that this is a lot to consider at the moment, so please, if you have any questions or need any further information, please give us a call or drop us an email and we will be more than happy to help.

My apologies for such a lengthy letter but we wanted to ensure that parents and carers have as much information regarding the return to school as possible. We will of course keep you informed of any additional changes that may be required.

Please let us know if you have any questions or concerns.

Best Wishes

Mrs B Cleland
Academy Head