



# WOODHALL SCHOOL



[www.woodhall.herts.sch.uk](http://www.woodhall.herts.sch.uk)

Woodhall Lane, South Oxhey, Watford, Hertfordshire, WD19-6QX.

Telephone: 0208 428 3447

Email: [admin@woodhall.herts.sch.uk](mailto:admin@woodhall.herts.sch.uk)

Tuesday 25<sup>th</sup> August 2020

Dear Parents/Carers,

## 'BACK TO SCHOOL' ARRANGEMENTS FOR SEPTEMBER 2020

When the children return to school in September, we will be operating staggered drop-off and pick-up times in line with government guidance. We understand that this may not be easy, particularly for families with several children at school, but we need to take all recommended precautions. Please bear with us; your patience will be much appreciated by staff.

Until then, here are the new drop-off and pick-up times:

Year group	Drop off	Pick up Monday-Thursday	Pick up Friday
Nursery	9am	12pm	12pm
Reception until 11.9.20	8.45am	1.30pm	1.30pm
Reception	8.45am	3pm	2pm
Year 1	Anytime between 8.30-8.55am	3.10pm	1.45pm
Year 2	Anytime between 8.30-8.55am	3.10pm	1.45pm
Year 3	Anytime between 8.30-8.55am	3.20pm	1.50pm
Year 4	Anytime between 8.30-8.55am	3.20pm	1.50pm
Year 5	Anytime between 8.30-8.55am	3.30pm	2pm
Year 6	Anytime between 8.30-8.55am	3.30pm	2pm

Children will wait in class lines on the playground with a school adult, from which point they will be led to their classrooms. School adults will be situated at key points, with Mr Fleming on the main entrance gates. Either Sue or Nikki from the school office and myself will be outside to deal with any queries or answer questions. For the first few weeks, we will continue to take children's temperatures as they come into school. All hygiene precautions will be followed e.g. children will wash their hands on coming into school, adults treating injuries requiring first aid will wear PPE etc.

Parents will be required to fill in medical and permission forms as well as new contact cards. A table will be set up each day from 2.45pm so that you can do this safely. We will also be on hand to advise about applying for Free School Meals.

Nursery and Reception children will use the separate entrance on Woodhall Lane, where school adults will be waiting for them. As many of our Nursery and Reception children will be new to school, parents will be led into school by staff via a one-way system. Parents of Nursery and Reception children will be asked to complete contact/permission cards etc. by Early Years staff.

### **Playtimes**

Playtimes will be staggered, with separate 'bubbles' (Years 1 & 2; Years 3 & 4; Years 5 & 6) using different play areas.

### **Lunchtimes**

For children who have school meals, only the school packed lunch option will be available for the first half-term. Other children must bring in a packed lunch from home. Most classes will eat lunch in their classroom before going out to play.

## **QUESTIONS**

### **Can my child have their own water bottle in school?**

Yes - every child will need to bring their own water bottle from home, labelled with their name. Waters bottles must be taken home each afternoon to be washed.

### **Can my child bring their own pens in from home?**

No, all equipment will be provided in school. However, children will need to bring a school bag/book bag, to carry reading/homework books etc.

### **Can my child bring their bike/scooter into school?**

No. They can ride it up to the main entrance gate, but bikes/scooters must be taken home by parents at this point.

### **If drop-off/pick-up times are staggered, will the children miss out on learning time?**

No. We have worked timings out, through making lunch time a little shorter, for instance, to ensure that children do not miss any of their allocated learning time.

### **Will school trips still take place?**

External school day trips will not take place for the first half-term. We will review our arrangements during this time.

### **Will Christmas events take place?**

We hope to continue with events (such as Carols by Candlelight) although these may have to take place in a different way to ensure everyone's safety. Further information will be sent out in the new term.

### **What happens if parents are not socially-distancing from one another?**

We will open the car park area (to pedestrians only) at drop-off and pick-up times to give parents more room to socially distance. The government advises that families should stand 1metre + apart. If parents are not following social-distancing advice, we will ask them not to wait on school grounds.

### **Why do Year 5 & 6 children have to line up on the playground?**

School is going to be quite different for all of the children from Nursery up to Year 6. Lining up the older children will help to remind them about social distancing and their own responsibilities. Once they have shown that they can be great role-models for our younger children (which we know they will be), we will allow them to use the main entrance doors independently.

### **My child is in Year 5. Are they allowed to walk to/from school by themselves?**

Year 5 & 6 children will be allowed to walk to school by themselves **once parents have completed a permission form, available at 2.45pm daily.** *Until the form is completed, we cannot let your Year 5/6 child leave school on their own.*

### **What happens if I have to drop my Nursery/Reception child off as well as older siblings?**

Please arrive at school in plenty of time to drop all of your children off. Drop your youngest children first before coming to drop older siblings off.

### **What happens if I have children coming out of school at different times?**

If you are waiting, we will make sure that your child comes to wait with you. If you would rather arrive at school for the time that your oldest child finishes, we will keep siblings on the playground until we can see you.

### **What happens if I need to speak to my child's class teacher?**

Unfortunately, it will not be possible to have informal conversations with class teachers as has previously been the norm. If you need to talk to class teachers, please email them to arrange a mutually convenient time. Please bear in mind that this may not be immediately after school, as teachers will need to make sure that each child in their class has gone home safely. Thank you.

### **Will my child have to wear school uniform?**

Yes. Children need to come back to school in full school uniform, which includes a pair of school shoes or COMPLETELY BLACK trainers (no coloured logos please, no white logos or symbols). **On PE days, children need to come to school wearing their school PE kit. There will be no PE on Thursday 3<sup>rd</sup>/Friday 4<sup>th</sup> September. Class teachers will let you know the PE days for each class.**

### **Can my child wear a face mask in school?**

**Currently, primary school pupils do not need to wear face coverings in school.** Should government guidance change, we will let you know.

### **Can my child bring a mobile phone to school?**

If your Year 5 or 6 child walks to/from school on their own (and we have received a permission form for this), then they may bring a phone. Phones will be collected by Sue/Nikki at the gate and put into sealed bags until they are collected at home time.

### **What happens if my child feels unwell at school?**

If any child feels unwell, the office will be alerted and Sue will collect the child from class. **If any child is showing symptoms of COVID-19 (a high temperature; a new, continuous cough; a loss of, or change to, sense of smell or taste) they will be isolated in a designated area and you will be asked to collect them immediately. We will ask you not to bring your child back to school until the isolation period has passed, or a negative test result is confirmed.**

### **What should I do if my child is showing COVID-19 symptoms?**

If your child has any of the main symptoms of COVID-19:

1. Get a test to check if they have coronavirus as soon as possible.
2. Stay at home and do not have visitors until you get the test result – only leave your home to have a test.

**Anyone you live with, and anyone in your support bubble, must also stay at home until you get the result.**

In the event of a positive case, the local health protection team will be contacted and their advice followed.

*Where a child must isolate and not attend school, your child's class teacher will contact you and put remote learning arrangements in place for that period of time.*

#### **I still feel very anxious about COVID-19. Do I have to send my child to school?**

From September, all children have to be back at school. We will, of course, offer support to parents/carers who are feeling anxious about this (support is likely to be via our Family Support Worker, Caroline) and children will be supported in school through a comprehensive 'recovery', or transition curriculum with particular time given to social, emotional and mental health issues. Children have missed a great deal of learning during the lockdown, and it is absolutely vital that they are back in school where we will be planning 'catch up' lessons. It is also very important that they see their friends and teachers, and can begin to build those relationships again after a long time away.

We will be following our usual attendance systems from September (a reminder letter will be sent home) which will include letters/emails home where low attendance is causing concern (which may result in referral to the County Attendance Officer).

The government are currently using a 'track and trace' system to alert anybody and advise that they should self-isolate. If you have been alerted and are required to self-isolate, please let us know.

#### **My child usually has extra adult support in school. Will this still take place?**

Children who receive extra learning support will continue to do so, as specified by the class teacher. Some external agencies e.g. the Educational Psychologist will be working remotely for the foreseeable future. If you have a meeting with any of these agencies, we will make sure that you have received and are able to access appointments.

If your child received extra social/emotional/mental health support from Mrs Payne, Mrs Malin, Miss Shock etc; this will not take place for the first three weeks of term. This is because it is crucial that children are given the opportunity to be with their classmates and build those relationships back up again.

#### **Will Year 6 be given the usual jobs and 'buddies' in Reception?**

Unfortunately, we will not be able to continue with these roles for at least the first half-term. However, we will be looking to our new Year 6 class to take leadership roles in other ways; for example, in being an important part of the online assemblies which we will be introducing.

#### **Will Year 3 children be going swimming?**

Year 3 will not start their swimming lessons immediately. As you may be aware, Sir James Altham Pool was in the process of closing down and re-opening at a new site when the country went into lockdown. Once the staff there have contacted us to let us know about new arrangements, including the COVID-19 safety regulations, we will be in touch with Year 3 parents. In the meantime, Year 3 will take part in school PE lessons.

#### **Can my child use their own hand sanitiser in school?**

Children will not be able to use their own hand sanitiser in school. Hypo-allergenic hand wash and sanitiser are available in every class and at other key points, and children will be asked to wash/sanitise their hands as part of their regular routine. If your child has a particular allergy, please speak to Sue at the gate. We may ask you to bring a letter from your GP, as having extra bottles (hard surface areas) in the classroom brings an infection risk.

#### **Will school be offering clubs?**

We will be offering lunchtime/after-school clubs, although these may be year-group specific. As usual, we will send emails with further details out in September.

Unfortunately, we will be unable to offer a breakfast club at the start of term. As soon as arrangements are in place, we will let you know.

**We know that these arrangements are far from what you have been used to. We have adhered to all current government guidance to keep everybody as safe as possible. By the start of term, you will be able to read our full COVID-19 risk assessment plan on the school website.** Please remember that although current science suggests that children get COVID-19 less than adults (and less seriously), they may still pass it on. We must keep our school staff, some of whom have had to shield completely throughout lockdown because they are extremely vulnerable to the disease, safe; as well as asking parents/carers to take all necessary steps to keep themselves safe.

In the meantime, if you have further questions, please let me know. If you have a question, the chances are that other parents will have exactly the same question!

Thank you for your support,

Miss Lake.

[head@woodhall.herts.sch.uk](mailto:head@woodhall.herts.sch.uk)

