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**Head of School: Mrs D Petersen**

4<sup>th</sup> September 2020

Dear Parents/ Carers,

Welcome to the Autumn term of 2020; I hope that you have had a break over the summer. 2020 has been a strange time with many pupils not being at school since 20th March due to Covid-19. As we approach the new term, we look forward to welcoming ALL pupils back on Wednesday 9th September.

During this period of change, we understand that some children may feel worried or anxious about returning to school. Please let me reassure you that we understand and supporting their wellbeing and resilience is our main priority. Our aim is to quickly make children feel safe and secure in their school environment whilst keeping the health and safety controls from last term in place. We have considered all aspects of health and safety closely and the main points are as follows:

- Drop off/ pick up at the main gate (maintaining social distancing). A member of staff will be on the gate from 8.45 to navigate the children to their classrooms.
- Classes eat lunch in their own classrooms (packed lunches from home to begin with)
- No visitors into school/ trips out - this includes parents/carers on site; after school clubs will not be running in the first half of the Autumn term (to be reviewed)
- Limited resources assigned to class groups and cleaned after use
- Deep cleaning daily and regular cleaning in classrooms and communal areas to minimise potential virus spread
- Windows will remain open to provide a flow of fresh air – please ensure that your child has a jumper and a coat to prevent them from getting cold

Although we will be operating as one ‘whole school bubble’ there will be key stage ‘micro-groups’ within the bubble that will learn, play and eat lunch separately.

We expect ALL pupils to return to school from 9th September. Those previously considered vulnerable or shielding can now return to school. We are returning to full school uniform and all pupils will need their PE kit. As always, please ensure that your child is prepared for all weather conditions with a waterproof coat/ sun cream applied at home etc. There is no expectation for children to wear face masks.

#### Resources and equipment

Children will once again have access to reading books. There will be ‘lending/ return days’ for all children on a Tuesday and Friday (books packs for early readers). This allows for returned books to be placed into a quarantine box for 72 hours before being passed to other children. School books will be brought back and exchanged on these days only. Children should not bring any other items from home into school. Stationary packs will be provided for each child in school. Wider resources, such as Maths equipment, will be shared across the

class but not from class to class. These resources will be cleaned regularly as will the tables, chairs and surfaces regularly touched such as door handles.

### Illness and First Aid

If a child becomes ill, normal procedures will apply - parents will be contacted as needed. If a child or an adult displays Covid-19 symptoms, they will be quarantined in a first aid room. The staff member administering first aid will wear PPE and check their temperature. Parents/Carers will be contacted immediately and asked to collect their child and have them tested for Covid-19. We will then follow Public Health guidance with any further action. Remember, if your child is unwell with Covid symptoms or is subject to quarantine following a holiday abroad, please contact the school office.

### Timetable

We are returning to pre-pandemic school hours with the day beginning for some pupils with Breakfast Club at ..... am. Breakfast club will need to be booked online via Gateway IN ADVANCE so we know who is coming. We will collect the early children at the gate so it will help if you can be as prompt as possible please. Non-Breakfast clubbers (ALL other pupils) can arrive from 8.50am, also greeted at the gate by a member of staff. The school day will finish at 3.30pm.

I am aware that the changes to school routine may take getting used to by some children. Our staff will, as always, be reassuring and welcoming, supportive and nurturing. We aim to ensure the safety and wellbeing of both children and staff at all times. Talk to and prepare your child for their return to school and I would also urge you to visit [gov.uk/backtoschool](http://gov.uk/backtoschool) for information and practical guidance to help you plan for your child(ren)'s return to school. If you have any further questions, please do not hesitate to contact the school.

Kind regards,

Mrs Petersen