



# Dashwood Banbury Academy

an Aspirations Academy

Growing together; succeeding together

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Dear Parents and Carers,

I hope that you have had a wonderful and relaxing summer. I wrote to you in July regarding the potential changes to our procedures following any updated guidance. I am pleased to be able to confirm the exact arrangements based on the latest operational guidance for schools and also the parents information guidance. These can be read in full at: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance> and <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/step-4-update-what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges>

Based on these documents, here are our procedures in detail:

## What is staying the same?

- If your child or anyone in your house develops **Covid symptoms** they must get a **PCR test** (not a lateral flow test) and not attend school whilst they wait for the result. Nobody should come onsite if they have any symptoms of Covid.
- If someone **tests positive** for Covid 19, they **must** still **isolate** for at least 10 days.
- The **one way system** will stay to keep everyone moving as this has been successful however, if your child has brought a bike/scooter, they are able to go back for it rather than walking off site.
- Year group **toilets** will remain in place.
- Extra **handwashing** and sanitising will be required through-out the day as before.
- Additional **cleaning** of resources and the classrooms will take place daily.
- Rooms will be well **ventilated** as windows and doors will be open (pupils can of course where layers if they are cold and we will have the heating on when needed).
- We will continue to follow all **guidelines** the government produce which includes having a clear, robust **plan** and **risk assessment** in place for any outbreaks that may occur.
- We will continue to ask **parents to wait outside** the school rather than coming in unless you have an appointment.
- We will continue to have a **1 family rule** in the main **office** to ensure no overcrowding. **Masks** are **recommended** to be worn when in the office as it is an enclosed space.
- We are **actively encouraging social distancing** between adults where possible onsite and therefore ask that parents/carers do not stand too near classroom doors to protect staff.
- **After school club** will run 3-5.50pm and must still be booked in advance to support food orders but **breakfast club** remains a drop in session starting at 8am. We are keeping the cost of these sessions the same this year to support parents/carers.
- All pupils are required to **attend school daily**. We know that attendance is so important to their wellbeing and education. Pupils should only stay off school if they have Covid symptoms themselves or are too poorly with any other illness. Please inform the office of this as usual by 8am daily.
- The first round of **parents evenings** will take place the week beginning 4<sup>th</sup> October and these will stay as a remote meeting on the phone to support the number of people coming together onsite at one time. If you would like to discuss your child's progress face to face, you are always welcome to book a separate appointment with their class teacher.

## What is different to last year?

- Wearing **masks** onsite will be **recommended** but not required for adults – this is because outside classrooms get very crowded at home time especially.
- If someone tests positive for Covid, pupils (and adults who are fully vaccinated) who are **close contacts** **will not need to isolate unless** they develop symptoms themselves but they **will be advised to take a PCR test**. They **do not need to isolate** whilst waiting on the PCR test (as long as they are symptom free). **Test and trace** have now taken over the role of identifying and contacting close contacts however



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we will of course support if asked to. (This rule may be adapted, alongside reintroducing bubbles, if there are a number of cases in the school in a short period of time however would seek advice from PHE and follow what they say in a situation such as this. Our contingency and outbreak management plan will support this).

- Year group **bubbles** will **no longer be required** so lunchtimes and break times will allow pupils to mix with others in their Key Stages as they used to do.
- **After school club** can be used on adhoc basis if we have spaces available and **clubs** after school will be offered widely to provide more experiences for the pupils – you will hear more about these once we start back.
- After school **events** and **PTFA** events will be able to resume this year.
- **Educational day trips and residential** will be planned in over the year and are expected to go ahead.
- **Peer leadership** and **mentoring** will resume for the older pupils.
- **Assemblies** can take place including singing assembly and we expect that **performances** will be able to have an **audience**.
- **Attendance rewards** will be back up and running and pupils who attend everyday each term will receive a certificate and reward.
- Classes will have PE **slots** in the hall, a **library bus** slot and a slot weekly in our new **creator space** area.
- Parents/carers may choose to bring **more than one adult** onsite however we do recommend only one person to keep numbers as low as possible.
- Pupils can share **resources**, use the climbing frames and sit in groups rather than on **tables** facing forwards to support collaboration and discussions.
- **Tuck shop** will return within the first term – we will notify you about this as we start back.
- The **new start and finish times** we wrote to you about in July will be in place to avoid too many people in one area at a time (if you have **siblings** in different time slots, we suggest using the **latest** drop off and pick up times to avoid any missed learning). We kindly ask that you do not wait around on site after dropping off or collecting your children. Here is a reminder of the times:

Year Group	Class	Start/ end times	Class	Start/ end times
Nursery	Cherry class	8.30-11.30 or 12-3	Plum class	8.30-11.30am or 12-3pm or 8.55am-2.55pm for all day places
Reception	Peach class	8.45am – 2.50pm	Pear class	8.50am – 2.55pm
Year 1	Holly class	8.45am – 2.50pm	Hazel class	8.50am – 2.55pm
Year 2	Redwood class	8.45am – 2.50pm	Maple class	8.55am – 3pm
Year 3	Silver Birch class	8.55am – 3pm	Ash class	8.45am – 2.50pm
Year 4	Rowan class	8.50am – 2.55pm	Aspen class	8.55am – 3pm
Year 5	Sycamore class	8.45am – 2.50pm	Beech class	8.50am – 2.55pm
Year 6	Oak class	8.55am – 3pm	Chestnut class	8.50am – 2.55pm

### What can I do to prepare my child for the new school year?

- Go through the basics from this letter so they are **prepared** for a few changes.
- Make sure pupils have the full and correct **PE kits** and **uniform** (including black school shoes, ties and blazers too for Years 1-6) so they start the year ready.
- If you are not already doing so, as always, we suggest they get into a **routine** of going to bed nice and early and waking up ready for school all next week. We also suggest that they have completed their set homework projects and practised their phonics/spellings and handwriting.
- Ensure you have **ordered school meals** via ParentPay if applicable (please note, Year 3-6 pupils will need their meals paying for in advance unless they are entitled to free school meals).
- **Notify** the school via email or leave a phone message if there are any issues around pupils starting back on time due to **travel restrictions**.
- Help **protect** the school by encouraging all those **aged 11 and over** in your house to take lateral flow tests twice a week. You can order these at: <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

We are very aware that for some of you and the children, there may be anxieties around school getting back to normal. Please do talk to any of the staff if you have any worries or concerns and we will do everything we can to support you. You may also find useful information at: <https://www.nspcc.org.uk/keeping-children-safe/coronavirus-advice-support-children-families-parents/>

Finally, please remember that pupils in Years 1-6 will return to school on **Monday 6<sup>th</sup> September 2021** for the start of the new academic year as we have two INSET days next week for staff only. Pupils in Early Years have been given their start times directly due to home visits taking place.

I am sure that this year is going to hold many surprises for us as always, but we will face anything that comes our way with positivity and remain honest and open at all times. I cannot wait to see you all on your return to school and especially to see the pupils smiling and excited faces. We have a great curriculum planned which includes all our No Limit units and lots of opportunities for experiences which we have missed being able to provide previously.

I really hope you enjoy the final week off and have a wonderful bank holiday too.

Kind regards,

A handwritten signature in black ink that reads "Amy Rogers". The signature is written in a cursive, flowing style.

Mrs Amy Rogers