

26<sup>th</sup> August 2020

Dear Parents and Carers

I sincerely hope you have all enjoyed a restful summer break. As we look forward to welcoming our children back to school from Wednesday 2nd September, I write to provide you with some more details regarding reopening and what you and your child can expect from school as the new academic year begins.

### One-way system

There continues to be a one-way system around the school premises to ensure risk of mixing is minimised. Entrance is via the **Lilly Hall Road entrance only**. We realise this may mean an extra walk for some parents, but we hope you understand that this is necessary in the interests of safety. Clearly marked arrows, spaced 2 metres apart, have been put onto the ground to ensure people move smoothly through the site and social distancing is easier to observe. Please queue on the arrows provided outside your child's class drop off point, as they help to ensure good social distancing. After both drop off and collection, please ensure you continue to follow the arrows around the exterior of the building. Exit is via the **Cliff Hill gate only**. Please see the Power Point presentation on our school website for further details, I thank you in advance for your co-operation.

### Start and end of the school day

The start and end of the school day will continue to be staggered. This will not impact on the teaching time your child receives. These are times where more people will be on site and we will need everyone to maintain social distancing of 2 metres – this includes when queuing to collect and drop off your child(ren). The arrows on the floor at waiting points are spaced 2 metres apart to aid this. I also ask that you arrive promptly and leave directly at your classes allotted time, this ensures we keep as few people on site as possible. If you know you will be late dropping your child off, then we ask that you put forward arriving at school until 9.30am when all class bubbles are in school. Please take children to the school Reception, not their classrooms when arriving late. In my letter to you before the summer break, I outlined when and where your child would be dropped off and picked up. For your convenience, these are repeated again below:



## MALTBY LILLY HALL ACADEMY

Executive Principal: **Mr David Horrigan** | Associate Principal: **Mr Richard Pease**  
[www.maltbylillyhallacademy.com](http://www.maltbylillyhallacademy.com)

Cliff Hall, Maltby, Rotherham, S66 8AU | Tel: 01709 812148 | E-mail: [info@maltbylillyhallacademy.com](mailto:info@maltbylillyhallacademy.com)  
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Class	Start time	Finish time	Arrival / leaving point
F1 Nursery morning	8.30pm	11.00am	Foundation Stage entrance
F1 Nursery full day	8.30am	3.00pm	Foundation Stage entrance
Y6 Foxes	8.30am	3.00pm	Y6 entrance
Y2 Badgers	8.30am	3.00pm	Y2 entrance
F2 Reception (Mrs Jones / Mrs Campbell)	8.45am	3.15pm	Y1 gate
Y3 Deer	8.45am	3.15pm	Y3 entrance
Y2 Raccoons	8.45am	3.15pm	Y2 entrance
Y6 Wolves	8.45am	3.15pm	Y6 entrance
Y1 Ladybirds	9.00am	3.30pm	Y1 gate
F2 Reception (Miss Pritchard)	9.00am	3.30pm	Foundation Stage entrance
Y4 Owls	9.00am	3.30pm	Y4 entrance
Y5 Rabbits	9.00am	3.30pm	Y6 entrance
Y5 Dragonflies	9.15am	3.45pm	Y6 entrance
Y4 Bluebirds	9.15am	3.45pm	Y4 entrance
Y3 Bears	9.15am	3.45pm	Y3 entrance
Y1 Butterflies	9.15am	3.45pm	Y1 gate
Late arrivals	9.30am		School Reception
F1 Nursery afternoon	12.30pm	3.00pm	Foundation Stage entrance

### **Siblings and childminders**

Any children who have siblings in school should arrive at the start time of the earliest bubble (so for example if 2 children have start times of 8.30am and 9.00am, both children should be brought to school at 8.30am). Parents and childminders should drop each child off at their appropriate bubble entrance point as they make their way around the one-way system, this means only going around the outside of the school premises once. Any children who are early into their bubble will be supervised accordingly. Similarly, at the end of the school day parents and childminders should come to collect children at the latest time any child finishes school (so if 2 children finish at 3.00pm and 3.30pm, the collection should be at 3.30pm). Please make your way around the one-way system and collect any children from their allocated exit points. Again, children left in bubbles at the end of the school day will be supervised. In both these instances we ask that you drop off and collect F1 Nursery children first.



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## The school day and curriculum

As I am sure you would expect, due to safety being a high priority, school will look a little different when your child returns to school, both in the classroom and beyond. Staff will endeavour to ensure your child is welcomed and nurtured despite the clear changes we have implemented. These differences are outlined below.

Children will be taught in regular classes, however these classes will be 'bubbles' and kept apart from other year groups at break times and lunchtimes. They will be taught by their designated class teacher and have a designated teaching assistant in place. Classrooms in Primary will now contain desks which are forward facing only and children will be seated in pairs. Lessons will be wholly curriculum based and we will deliver a broad and balanced curriculum appropriate for your child's age group and ability. There will be a big emphasis initially on child wellbeing and reading in conjunction with other subjects covered in the curriculum in order to revise and catch up on any work missed over lockdown. Children will access the ICT suite again during the school day, however PE will only be taking place outdoors, so please ensure that your child comes to school dressed in the appropriate kit on the days they do this. If the weather is inclement, a PE theory based session may be done instead. We will not be utilizing changing areas in school so please send your child in their PE kit on the days they are required to bring it. Your child's class teacher will advise of these.

Breaks throughout the school day will be staggered and each group will have a 'zone' to play in – this will differ as to whether the field is wet or dry. Each group will only access their zone and classroom, so they will not mix with any other adults or children in any other year group in school. Toilets have been designated for each year group, so mixing is kept to a minimum. Children will be reminded of social distancing throughout the day. There should be no need for a child to bring a bag to school unless it contains medical necessities or a packed lunch. KS2 children may bring a healthy snack (cereal bar or piece of fruit) to have at break, but this must be kept with them. KS1 and Early Years children will have a portion of fruit provided on a daily basis. Breakfast club will not resume initially, but we aim to reinstate this when we feel it is safe to do so.



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## Equipment

Some unnecessary equipment has been removed from classrooms to account for the new layout. However, essential resources for delivery of the curriculum remain in place. Resources have also been organised to minimise child to child contact. Children will be given their own set of resources - this will minimise the sharing with others. Pencil cases should not be brought in from home. Each group will have their own playground equipment that will be cleaned on a regular basis and not shared with other groups.

Children will need to bring their own labelled water bottle into school and take this home to be cleaned ready for the next day. Children should avoid bringing any unnecessary equipment into school, however coats are allowed and should be kept in the cloakrooms. If it is a hot day, sun hats may be brought in but your child must be responsible for these.

## Hygiene

Children will be reminded of the need for good personal hygiene and asked to clean their hands for 20 seconds at regular points during the day – this will include before and after breaks and lunch. Posters to remind children about handwashing and to use hand sanitiser will be prevalent in every classroom. Additional hand sanitiser units have been installed around school to help with this. The 'catch it, bin it, kill it' approach will be prevalent across school and your child will be expected to adhere to this throughout the day as much as possible. Lidded bins are provided in every classroom along with tissues, hand sanitizer and cleaning products. All staff have access to PPE equipment should this be required for intimate care and first aid.

## Communication

Please communicate with school via phone, email ([info@maltbylillyhallacademy.com](mailto:info@maltbylillyhallacademy.com)) or MyEd. Communication in person remains by prior appointment only. No one will be able to access the school building without a pre-arranged time being in place. Medical records for children have been moved to their new classes, it is important you communicate any updates to these with school as soon as possible and prior to starting school in September.



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### Cleaning

Each classroom will be cleaned after the school day (Nursery also at midday) and a reactive cleaner will be on-site throughout the day to clean regularly used surfaces. Cleaning products are available in all classrooms and teachers and teaching assistants will be cleaning surfaces throughout the day as and when necessary.

### Lunchtime

All children in school will receive a choice of a hot meal or a grab bag containing a home-made biscuit, a drink of juice, a sandwich (choice of ham, tuna or cheese) and a packet of crisps. Any allergies will be taken into account and the bag altered accordingly. The menu for hot meals is below. We strongly encourage your child to have a school lunch, especially when entitled to a free meal. Packed lunches will be allowed, but will stay with the child in the classroom. Children will eat with their class in their bubble – the hall will not be in use. In the event of wet weather, children will spend lunchtime with their group in their classroom space.

Day	Hot Choice	Cold Choice
Monday	Beefburger & chips	Grab bag
Tuesday	Jacket potato (with variety of fillings)	Grab bag
Wednesday	Pizza & chips	Grab bag
Thursday	Jacket potato (with variety of fillings)	Grab bag
Friday	Fish & chips	Grab bag

### Illness

Any child who is ill or has a temperature will be cared for in the usual way but will need to self-isolate in a well-ventilated designated area and parents/carers will be contacted and asked to pick them up as soon as possible. If a child or anyone in your household has coronavirus symptoms, please do not send them to school and let us know as soon as possible. Your child will be eligible for a coronavirus test in these cases and it is important we are informed of the outcome of any test promptly so we can take appropriate action. If there is a confirmed case of coronavirus we are duty bound to inform the local health protection team who will advise on further actions and inform the appropriate individuals.

For administration of medicines this should be avoided within school time if possible, but for more details please refer to the updated Covid-19 'administration of medicines policy' on our website.



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## **Attendance**

The government is clear in its approach that it expects all children to attend school from September. This being the case, if your child is absent from school then we are duty bound to follow up the reasons for absence. Attendance enforcement measures (such as fines) are now back in place, but we understand that some parents will be anxious regarding their children's return to school. To those individuals, we encourage you to talk to us and work with us to ensure you and your child feel safe to return. We have a myriad of safety measures in place to ensure your child's safety – please see our comprehensive risk assessment on our website [www.maltbylillyhallacademy.com](http://www.maltbylillyhallacademy.com).

## **Behaviour**

We have amended our behaviour policy to include expectations around maintaining social distancing and hygiene. We will apply this with common sense, taking account of the age and maturity of the child. Details of this can be found in the Home-Academy Agreement.

## **Home-School Agreement**

We have amended our Home-Academy Agreement, which has been sent to you through MyEd and email. This outlines the expectations you can have of us as an academy as your child returns to school. It also outlines what we expect of your child (taking account of their age and maturity) and what we need you as a parent to do as we move into this new way of working. Please read this carefully and indicate your acceptance of the agreement using the link provided in the correspondence.

As I am sure you will agree, this whole situation is new to us all and please be assured that we have left no stone unturned in ensuring your child's safety is at the forefront of each and every day they are in school. For further information and guidance please see the premises tour Power Point presentation and risk assessment on our website. This government document also outlines what to expect when your child returns to school in September - [www.gov.uk/backtoschool](http://www.gov.uk/backtoschool)



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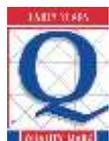
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I thank you all once again for your understanding, if you have any queries, please contact school via the usual channels. I know that with the Lilly Hall community spirit as strong as it is, the commitment of staff at school and of course your children's fantastic attitude to all they do we will be able to reopen school just as strongly as before lockdown. We can't wait to welcome you all back – we've missed you!

Yours sincerely

Mr R Pease  
Associate Principal



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