



# RICHARD WAKEFIELD C.E. PRIMARY ACADEMY

PRINCIPAL  
Mr S Webster

Tel: (01283) 247535

Email: [office.richardwakefield@deferrerstrust.com](mailto:office.richardwakefield@deferrerstrust.com)

Website: [www.richardwakefieldschool.com](http://www.richardwakefieldschool.com)

Burton Street  
Tutbury  
Burton upon Trent  
DE13 9NR

22<sup>nd</sup> May 2020

Dear Parent or Carer

Thank you to everyone who has completed the survey to help us know estimated numbers that will help us to plan for the proposed extension to our opening arrangements from June 1<sup>st</sup>. At the moment, it is not definite that we will re-open on that date.

Whilst we prepare our school for the adjustments in our organization that the guidelines from the Government require, it is important to note that this an ever-changing situation. There is a lot that can alter in the days that follow that is out of our control so we have to be ready to deal with any change in guidance.

The plans we are making based on the Government guidance are being developed in conjunction with all the staff here and being overseen by The de Ferrers Trust and our Local Governing Body.

Following the survey there were several valid questions raised. We have tried to respond to these the best way we can; we hope that these help those of you who are still undecided to come to a decision. On some matters we can only be honest in our reply as some questions are currently impossible to answer with any certainty.

## Frequently asked questions

**Will there be staggered start and finishing times?** Yes. To help with social distancing measures we are going to operate a staggered system to the beginning and end of the day. We will be opening the double and single gates to operate a 'one way' system in and out. We are sharing this in detail next week to explain how it may work. However, here are the proposed timings.

Year group	Dropping off times	Collection times
Reception children	9.00 – 9.15am	3.00pm
Year 1 children	8.50 – 9.00am	3.15pm
Year 6 children and Key worker children from other years	8.40 – 8.50am	3.30pm

Key worker children will be collected at other times with advance notice as currently. Parents who have children in different year groups can collect all children from the earliest time stated above.

### Will I get fined?

No. These are unprecedented times. The government have stated that attendance is your choice and that no fines will be issued if you choose to continue home schooling.

### Can I change my mind?

We have asked for numbers to help us to plan the group sizes and the number of staff that we will need. Once we have a final list of names we will group the children into year groups, these groups will not exceed 15.

### Can I change my mind if I said yes?

If after the first day you have reservations then please ring and speak to us. However, yes you can.



The de Ferrers Trust

**Can I change my mind if I said no?**

Our groups will be based upon numbers and the staff available. You would need to ring the school to see if we can accommodate another child into the group and if so, allow us time to prepare the additional desk, resources etc. We will require 24 hours notice.

**What work will they be doing?**

We will be delivering lessons in school. Initially we will be focusing activities on the mental wellbeing of the children. We will of course deliver English, Maths and Topic lessons that will be as close as possible to the activities posted for home learning. The lessons in school will be delivered adhering to social distancing recommendations. i.e. a teacher will not sit directly next to your child.

**Do the children have to attend every day?**

It would be helpful if they could as this is a return to school for the children in Reception, Year 1 and Year 6. However, we realise that this may be difficult for some families with regards to working patterns. At the time of writing this letter we have enough staff and space to allow the children back; we do not intend to be splitting the days as long as our staffing levels can be maintained. The aim of this is to support parents who have been asked to return to work as much as we can. We have some arrangements in place with the parents of key worker children currently with us and we are happy to continue with these.

**Who will the teacher be?**

We cannot commit to giving a teacher name; however, it will be an adult with whom they are very familiar. At the time of writing this all of the Reception staff are available and ready to support the groups.

**Will the group of 15 stay with the same teacher?**

We are aiming to minimise the number of adults that your child comes into contact with. However, we have part-time staff so this it is not possible to have the same teacher all week. We intend that your child's group will have two adults that will stay with them for lessons, although not at the same time. At dinnertime and playtime the group will have a set outdoor area that they will use as part of the staggered dinner provision. There will be an adult to supervise each group to allow the teachers time for a break to eat.

**Will the children be grouped with their friends?**

Once we have the final list of names we will group the children as best we can. We cannot guarantee that your child will be with all their friends, however, we will ensure that they are with some friends wherever possible. Please understand that their friends might not be in school. We want your child to be happy in school as much as you do!

**What will happen at playtime?**

Each group will have a section of the yard and green area for their use at playtime and dinnertime. There may be 2 or 3 of the possible 9 groups outside but they will not be in close proximity, they will have their own group area in which to play either on the grass or on the yard.

**Can children be kept 2 metres apart? How does the school plan to implement and maintain current social distancing guidelines as I am struggling to see how possible that is? How does the school intend to adhere to 2 metre social distancing? How do you plan to teach them about social distancing?**

In a word, no and it can't be done. The government guidance states that they recognize that this is not possible especially with reception and Year 1 children. We will of course continue to reiterate social distancing and remind them not to get too close but children are children. We will encourage games that do not require close contact, we will follow all government guidelines. They will only spend their day with the children in their own group therefore keeping their group of contact as small as possible. Our key worker children have had playtimes for the past 9 weeks. The children are happy to play with their peers and it gives them fresh air and exercise.

We intend to remind the children as often as possible to maintain a distance from their friends. In the classrooms we intend to organise the desks as far apart as possible with all of the children facing towards the teacher. In Reception the staff will constantly remind the children about social distancing during their activities however it is clear that the age of the children makes this extremely difficult, in fact practically impossible.



The de Ferrers Trust

We would ask for your support in helping us to get this message over to your child. Thank you.

**How would a member of staff be able to comfort an upset child whilst adhering to the new social distancing measures?**

We will do our best as always but staff have to ensure social distancing to protect themselves and the child.

**Will there be any further protective measures put in place for students who have family members at home who are shielding?**

If there are specifics that can realistically and practically be done then the school can discuss these with the parents concerned. We would work with any medical information to produce an individual plan.

**How will symptoms in pupils and staff be monitored?**

Many of the staff are First Aid trained but we are not medical practitioners. Any child that becomes ill will be treated by our first aid staff appropriately. If they show symptoms then they will be placed in rooms set aside, monitored and parents informed to come and collect them.

We would ask all parents to use more caution than in previous times if your child shows any minor symptoms (for example a slight temperature). There are no repercussions for your child staying at home and all of the other children, families and staff within your child's bubble would appreciate your caution.

**Will the teachers be wearing masks or any other protective clothing?**

When any first aid staff are dealing with an accident or illness they may wear extra protection. The government guidance states that it is not necessary for staff to wear masks. All staff are aware of this.

**How would the school deal with covid cases in the school?**

We would be unaware of any one having the virus without testing. Should a member of staff or child test positive there will be clear guidance to follow in terms of isolating areas for thorough cleaning and informing the school community. We would be directed by The de Ferrers Trust should this occur.

We hope the above answers many if not all of the many questions you have. We will be in touch next week with further details outlining the specific arrangements we will intend to have in place for the extension of opening our school to the year groups identified by the government. I would like to reiterate that it is not yet definite that we will open to the stated year groups on 1<sup>st</sup> June.

Yours sincerely

*S Webster*

Mr S Webster  
Principal

