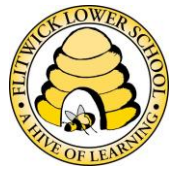


# FLITWICK LOWER SCHOOL

Temple Way, Flitwick, Bedford, MK45 1LU  
www.flitwick-lower-school.net

Head Teacher: Mrs J. New  
Chair of Governors: Mr D. Blair

Telephone No: 01525 755444  
Fax No: 01525 75546  
Email: flitwicklower@gmail.com



## Return to School Spring (March 2021)

I am sure you have all been following the news regarding the opening of schools in March for all pupils. I am pleased to say that we will open to all year groups on Monday 8<sup>th</sup> March. We have reviewed all our risk assessments and have made some amendments to some areas to ensure that we are taking extra precautions given the new variant of COVID 19.

The government has published updated guidance on the opening of school dated 24.2.21. [What parents need to know about schools and colleges during COVID-19](#)

As stated in the guidance, it is vitally important, that if you feel unwell with COVID like symptoms, you self-isolate and notify us as soon as you or someone in your household starts to feel unwell.

**Many of our current practices will continue without change, but just to ensure you are fully informed about everything we are doing I have updated the following document:**

**Bubbles** – to minimise any risk of cross contamination, we will remain in class bubbles. The children do not mix when inside the building. Foundation children do mix when playing outside at lunchtimes but this is minimised by using different areas of the playground.

**Entry and Exits** – the entry and exit system has worked very well. We will continue with the same plan along but differentiated start and end of school times. i.e. Parents/Carers will therefore be expected to **enter from Temple Way** and **exit onto either Dunstable Road or Pipit Close**. We are asking that parents do not cross over the playground but do the circuit.

**Start times** – Staff will be in place, ready to welcome the children back, and supervise them in thoroughly washing their hands before entering the classroom.

**Beginning and end of the day** – The school has one entry gate and 2 exit points.

### Entry

- **Main entrance on Temple way = entry point for all year groups**
- Foundation children will enter via the classroom doors
- Year 1 courtyard gate = Year 1 (Pandas and Polar Bears) – once through the main gate turn left through the car park and enter the grounds via the green gate at the end of the office ramp.
- Year 2 and Year 3 children will enter via the classroom doors
- Year 4 children will enter via the classroom doors

### Exit

- Year 4 and Foundation parents will exit via **Pipit Close**
- Years 1, 2 and 3 children will exit via **Dunstable Close**

Please can I remind you that you must enter and leave the site quickly to minimise the number of people on site. If you need to speak to the teacher, please contact them either by telephoning the school office 01525 755444 or emailing them on the class email and they get back to you as soon as possible. These are available on the newsletter and on the website.



You must also stay behind the blue box and not approach the teacher at the door.

**Only 1 adult** is to enter the site and if you have siblings with you, please ensure they remain with you at all times.

**In order to minimise the congestion that has been occurring down the side of the school, we have had to change the start and finish times for some of the classes. I know this may mean that you have to juggle a few things but the safety of our community is paramount, so please work with us.**

	Start	Finish
Foundation	As previously Turtles = 8.45am Dolphins 9am	Turtles = 3.15pm Dolphins = 3.30pm
Year 1	As previously G.Pandas = 8.45am Polar Bears = 8.50am	G. Pandas = 3.15pm Polar Bears = 3.20pm .
Year 2	Snow Leopards = 8.40am Jaguars =8.45am	Snow Leopards = 3.10pm Jaguars = 3.15pm
Year 3	Tigers = 8.50am Lions = 8.55am	Tigers = 3.20pm Lions = 3.25pm
Year 4	Elephants= 8.50am Rhinos = 9am	Elephants = 3.20pm Rhinos = 3.30pm

\*\*\*\* Where there are siblings in other year groups, please be advised staff will ensure these children are ready when you pick up, to minimise disruptions and ensure social distancing measures are maintained. We are asking that, if you do have to drop off more than one child, you aim for the later drop off as the site is quieter then.

In addition to this, we have reflected on what has worked well and the following things will apply for the foreseeable future:

### FACE MASKS

All adults and children over 11 years old **MUST** wear a mask when on site. If you are **exempt** please wear the lanyard that identifies this.

Staff are wearing masks when they are moving around school and accessing shared spaces. The children are used to this as we implemented this in the last few weeks of the autumn term for additional safety measures. They are may be wearing masks / visors when in class with their class bubble.

**Uniform** will be worn but not on days when the children have PE (this will ensure that the uniform is regularly washed during the week).

**PE Kit** – on the days when children have PE they will be expected to come to school wearing PE kit and remain in it all day, i.e. Joggers, Sweatshirt, Trainers etc.

**Coats** – will be kept on the back of chairs, where possible, to keep cloakroom areas clear and avoid unnecessary contact between children/adults.

**Classrooms** – children must have their own pencil cases and be responsible for their own equipment. They will only be allowed to bring a book bag into school. If they bring a different bag it will not be allowed and given back to you at the door as we have limited space available.

**Tables** – will be sanitised regularly and at the end of every day by the staff. Children will have specific seats. All tables will be front facing with 2 children to a desk with their trays in front of them.

**Water Bottles** – All children **MUST** bring a named water bottle and these will be kept in the designated space.



**Cleaning** will be increased further and staff will work within a set bubble only.

**Toilets** – we will maintain social distancing around the toilets: children will wait on the distance markers outside the toilets and will be supervised by staff. Only one class will be allowed in the toilets at any one time, with the exception of Early Years, but this will need to be closely monitored. External doors will be left open, thus minimising cross contamination. These are cleaned after each group has used them.

**Lunchtimes** – will be staggered to ensure that social distancing is observed. Foundation, YR 1 and YR 2 children will eat their lunches (hot and packed) in the dining hall. This is staggered by year group and classes are split in the hall, so they do not have contact with the other year group class.

Year 3 and 4 will continue to eat packed lunches in the classrooms and hot dinners in the hall.

**Packed Lunches** (if being provided by home) – If possible, these should be brought in a disposable bag which will be stored in the classroom. If a packed lunch box is brought this will also be stored in class.

**Bins** for paper towels will be open topped to minimise cross contamination through constant touching.

**Visits:** We are limiting the visitors coming into school and will not be running any external trips until at least the summer term.

**Grafham Water:** It is with great sadness that I have to inform you that, given the latest government guidance, we will not be able to offer the residential trip this year. I have, however, got some ideas of things we can do in the summer term when, hopefully, there will be some normality and if the pandemic is under control.

**Breakfast Club/After School Club** – These will run with limited capacity and only open to the children that have been accessing it during the lockdown or in exceptional circumstances. The children will be in two groups using 2 classroom areas to minimise mixed groups and to encourage social distancing. We will review this at the end of March with the aim to reopen this to all children in the summer term.

**Clubs** will be confirmed but will only be offered to class bubbles and not until after the Easter Holiday.

**First Aid** will be administered by staff in their bubbles, except in exceptional circumstances.

**Illness** – if anyone is suspected of being ill, particularly with coughs, colds etc., it is recommended that they are sent home. Extra vigilance is essential if we think someone is displaying Covid-19 symptoms and anyone with these symptoms will be isolated in the medical room and sent home as soon as possible.

If your child is not well in the morning, please do not send them into school.

A flow chart will be available on the school website which outlines the steps and expectations regarding anyone displaying symptoms. It is extremely important that you follow the guidelines and inform the school immediately if anyone in your family is displaying symptoms.

**The guidance states that: Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:**

- ❖ [book a test](#) if they or their child are displaying symptoms. Staff and pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet.
- ❖ provide details of anyone they or their child have been in close contact with if they test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- ❖ [self-isolate](#) if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19)



## Social distancing expectations

- Outside of the classroom, as much as is reasonably possible, it is expected that everyone will keep socially distanced and respect each other's space. This will be reinforced as a matter of priority in all classes.
- There will be limited movement within the school building, children will access the hall for PE when it is not possible to use the outside spaces. They will access the ICT area in small groups from within their class bubble. They will be escorted by an adult when moving around the building.
- Inside the classroom, everyone will be expected to keep areas clean, tidy and properly wiped down on a regular basis. All resources will be in their individual trays on the tables to minimise movement around the classroom.
- In all cases common sense will be used for the safety and wellbeing of all.

## What if the government closes school or the school / bubbles have to close due to COVID 19

We already have remote learning in place on the learning platform, this mirrors the provision we provided during the other lock down periods. This has been continually updated to provide home learning when children have been unable to attend school during the spring / summer term

If we have to close due to government change or a bubble closure then this provision will be available and will be enhanced with online / zoom learning provided by the teaching staff.

1. Provide online learning through the learning platform, a user guide is on the home page of the website with passwords for Foundation, Year 1 and 2. Year 3 and 4 children already have a personal log in. The self help guide is very clear but if you need any assistance then please contact the school office and we will help you <https://bedfordshire.itlearning.com>
2. Maintain email contact with everyone – [flitwicklower@gmail.com](mailto:flitwicklower@gmail.com) and use the class email to have direct contact with the class teacher.
3. We will communicate via our school ping app – if you are having problems with this then please email in now.
4. Ensure the website is updated with any further updates or messages. These will be found on the home page so you don't need to search for them.
5. Teachers will send weekly learning tasks for the children to complete.
6. Teachers will provide recorded sessions

## You can help us by:

- Keeping to the Home Partnership Covid-19 document
- Keeping your child at home if they seem unwell.
- Informing us of any illness which could potentially be Covid-19, i.e. loss of taste/smell, temperature, new persistent cough. \*Key information is expected to be shared with the Local Authority to ensure the safety of all within our locality.
- Communicating via telephone or email and avoiding coming into school office.

Kind regards

Mrs New  
Head Teacher

Mr Blair  
Chair of Governors

