

Dear Parents,

Thank you for confirming your intention to return your child to school from 8th of June 2020.

Your child will be in a pod with other children from Nursery & Reception and their pod leaders will be Mrs Murray and Mrs White/Miss Hunter. Sadly, due to her asthma, Mrs Pounder has been advised to work from home at the moment but we hope she will be back with you soon. The current cohort size is 14 children and the most this could be is 15. The number of children fluctuates on different days of the week. There are 5 Nursery children and 9 Reception children planning to attend over the week and the pod is made up of 9 boys and 5 girls at present.

Please share the classroom photographs and read through the attached information and with your child before returning to school. This will help them and you prepare for the immediate changes they will notice on their return. Many thanks go to Elodie Gair for her 'social story' designed especially for your children to help with any anxieties they may be feeling. Of course, Mrs Murray & Mrs White/Miss Hunter will also be there to reassure the children and help them to familiarise themselves with the new ways of being in school. We will do everything we can to make this as 'normal' as possible in the circumstances.

Here are a few headlines for this pod:

- School starts at **9.15am**
- School finishes at **2.15pm**
- Please do not arrive early and do not congregate with other families at any time
- Children should be accompanied by one parent and we understand if you need to bring sibling(s) with you
- At the beginning of the day, please enter school via the pedestrian gate and use the new signage and ground markings as a guide
- The bell will not be rung so on arrival children will be invited to enter school one at a time through the Explorers' Portacabin entrance
- We ask that parents do not enter school buildings under any circumstances and maintain 2 metres distance from staff and other parents at all times. If your child is unsettled at drop off time we ask that you do not leave them until they are ready to enter their pod as, although this will be totally against all our instincts, we are not able to comfort them as we normally would
- On exit, please follow the signs and use the large green security gates by the kitchen. Then exit the school grounds across the carpark and out of the grey metal gate at the top. For your safety, please be aware the car park remains open to staff and deliveries at this time
- When working on table top activities, children will have their own seating area 2 metres apart from other children and access to their own equipment.
- Work set for their year group on the curriculum pages of the website will still form the core of pupils' learning in school
- Lunch will be packed lunch and eaten if at all possible outside
- There will be access to the outside space throughout the day. All children must therefore come with suntan cream already applied and spare in their bags. All children should also bring their own sunhat. We will not be able to supply these in school at this time
- At the end of the day, children will exit the building one at a time from the same door as they entered. Parents collecting their child from school must not enter school buildings under any circumstances and maintain 2 metres distance from

staff and other parents at all times. On exit, again please use the large green security gates by the kitchen. Then exit the school grounds across the carpark and out of the grey metal gate at the top. For your safety, please be aware the car park remains open to staff and deliveries at this time.

Mrs Murray & Mrs White/Miss Hunter will be on hand to support all children to make the transition as smooth as possible and we know it may be a worrying time for everyone but we will work together to make the environment as welcoming as possible.

During the coming weeks, we hope you understand that we will not be able to hold any face to face meetings with parents. We are always happy to discuss any concerns or answer any questions you may have but for the foreseeable future we will be communicating virtually or by email and telephone. If you need to speak to your child's pod leader or myself, please email Mr Long in the usual way and he will be able to make an appointment for you to do so. For all other enquiries please email as we cannot guarantee that the phone will be manned all day.

We look forward to seeing the children next week.

Kind regards,

Suzanne Connolly  
Headteacher  
Felton C of E Primary School  
Mouldshaugh Lane  
Felton  
Northumberland

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