

Dear Parents

Thank you for confirming your intention to return your child to school from 2nd of June 2020.

Your child will be in a pod with other children from years 2-5 and their pod leader will be Mrs Paisley. The current cohort size is 7 children, but this could rise to a maximum of 15. The number of children fluctuates on different days of the week. There are 6 boys and 1 girl planning to attend at present.

All children should have read the attached information with you before returning to school, so they and you know what immediate changes they will notice on their return. Mrs Paisley will also help the children to familiarise themselves with the new ways of being in school.

But here are a few headlines for this pod:

- School starts at **9.00am**
- School finishes at **2pm**
- Please do not arrive early and do not congregate with other families at any time
- 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. On arrival children will be invited to enter school one at a time through the Voyagers and Pioneers' 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. On exit, please follow the signs and use the large green security gates by the kitchen and 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
- Children will have their own seating area 2 metres apart from other children and access to their own equipment. They will be following the work set for their year group on google classroom and will be supplied with a named school laptop solely for their use
- 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 and 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 Paisley 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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