

11 September 2020

Dear Parents and Carers,

It is with great joy that I welcome all our students back to school after not seeing some of them for nearly 6 months. I want to thank you again for all your support you have given us during these challenging times.

I'd like to take this opportunity to outline what we are doing as a school to adhere to current guidance and to ensure the safety and well-being of all our children and staff.

There are measures in place and we have extra full time onsite cleaners at both sites to ensure regularly cleaning of all high touch points and outdoor equipment. We are also not holding assemblies or taking trips at this time.

We are currently open on both sites to all students. We have bubbles for students and staffing across both sites. Students arrive at staggered times and leave at staggered times to enable social distancing. If you drop or collect your child from school, we ask that you please try and adhere to the following bubble times:

**Downham students:**

- **Bubble 1 – Kangaroos and Dolphins** – pupils are on individual transition timetables.
- **Bubble 2 – Tigers, Crocodiles, Seahorses, Giraffes, Leopards** –  
Monday to Thursday arrive 8:50 to 9:00 and pick up 2:30 to 2:45.  
Friday arrive 8:50 to 9:00 and pick up 12:50.
- **Bubble 3 – Zebras, Lions, Pandas, Turtles, Penguins** –  
Monday to Thursday arrive 9:00 to 9:10 and pick up 2:45 to 3:00.  
Friday arrive 9:00 to 9:10 and pick up 12:55.
- **Bubble 4 – Merlin, Lancelot, Excalibur, Camelot, Flamingos** –  
Monday to Thursday arrive 9:10 to 9:20 and pick up 3:00 – 3:15.  
Friday arrive 9:10 to 9:20 and pick up 1:00.

**Brockley students:**

- **Brockley is one bubble.** Drop off and pick up times are-  
Monday to Thursday 8:50 and 3:15  
Friday is 8:50 and 1:00.

Both sites will close at 1pm on a Friday for a deep clean.

Most students will be doing full days from Monday (14 September) and due to the increase in numbers, we ask that parents who bring their children to school please wait outside until staff can meet their child and bring them to class. The same will apply for collection.

We have risk assessments in place for staff and all children, please let us know if you would like to see this. We also have a detailed recovery plan for the different phases of post lockdown or a further lockdown scenario. This is on our website.

In all classrooms there are hand gels and access to hand basins for hand washing. Temperatures are taken as students arrive in the classroom. If students are displaying symptoms they will be isolated and you will be asked to collect. Your child then needs to be tested and if negative, evidence of this needs to be brought to school so they can return. If positive they will need to isolate for 10 days along with their family who will have to isolate for 14 days. All staff and students who have had close contact will also need to isolate for 14 days. If a parent tests positive they need to contact the school. If anyone has symptoms that have been in contact with that person they need to be tested. All the family will need to isolate for 14 days.

As you probably know, from Monday we have the rule of six operating in England. This means that large family/friends gatherings will not be possible and has major implications for upcoming religious festivals and of course Christmas. Travel is also not advised abroad as the quarantine restrictions change regularly which makes it high risk.

We are here to support and advise where we can so do not hesitate to contact us if you have anything you are concerned about. We have trained workers who can offer support remotely if need be.

Kind Regards

A handwritten signature in blue ink that reads "Marie Neave". The script is cursive and fluid.

Marie Neave  
Executive Headteacher