Tuesday 2nd March 2021

Dear Parents and Carers,

We hope you are all well and staying safe. Thank you for the support you have given to children during this latest lockdown. The whole school community, including children and parents, have worked hard to try and give children the best learning opportunities possible but we all know that children thrive best in school and we are very much looking forward to welcoming them all back next week when school re-opens on Monday 8th March.

Please find below a reminder of the arrangements we have in place. We will review these in line with the government reviews of each step outlined in the national roadmap. Therefore, the current arrangements will stay the same until, at least, Friday 16th April (the end of the first week back after the two week holiday) and possibly for longer.

Overview

* All the health and safety rules we have in place will continue.
* The start/finish times/one way system will be the same as last term.
* Parents and carers must wear a face covering on site at all times and maintain strict social distancing.
* One adult only to drop off/collect children.
* There will be no breakfast club or after school clubs until the next review.
* The school office will remain closed to face-to-face visits. Please contact the school by phone or email.
* Please note Nursery hours will go back to 3 hours per session.

AM Nursery: 8.30 – 11.30

PM Nursery: 12.00 – 3.00.

* Reception will stay the same: 9.00 – 3.00

Arrangements for school re-opening on Monday 8th March

 Health and Safety

* Please see attached a flowchart that shows the Public Health System of Controls. You must inform the school of your child or a member of the family develops symptoms of Covid-19 and you must immediately follow the Test and Trace procedure.
* If a child tests positive then the bubble, including staff who work in the bubble, will have to self-isolate for 10 days and follow the Test and Trace procedures.
* Other members of the household of a child in a bubble that has been closed for 10 days do not need to self-isolate unless their own child develops symptoms or tests positive.
* The school has a detailed risk assessment in place which provides more information about the measures we have taken to ensure that school is safe and the robust procedures are in place should anyone develop symptoms of Covid-19. This is available to view on the website under Covid-19 Updates.
* If your child’s doctor has identified them as clinically extremely vulnerable, your child will require a personalised risk assessment. Please contact the school office as soon as possible, if you think this will apply.
* Medicines will be administered by staff in the child’s ‘bubble’ area. Children will not need to go to the office to receive medicines.
* School has previously installed additional liquid soap and hand sanitiser dispensers throughout school and in both classrooms and shared areas. There are paper towel dispensers next to each sink and bins with lids to dispose of tissues and paper towels.
* There is no need for children to bring their own hand sanitiser from home.
* Children will continue to wash their hands regularly throughout the day.
* We have had enhanced cleaning during the recent reopening of schools. This includes a clean of each classroom/shared area over lunchtime. Teachers also have disinfectant sprays and wipes to clean surfaces, door handles etc. throughout the day.
* There will be no assemblies or other large gatherings, for the time being.
* PE will be outside whenever possible and all equipment will be cleaned after use.

Classrooms

* Children will be in classes and operate as year group ‘bubbles’. The year group will have break and lunch together and separately from other year groups. Children will not be allowed to move around school to other phase areas or be taught in mixed groups, including after school clubs. Bubbles will have their own designated set of toilets. Children will use toilets one at time.
* Following the government guidelines children will be sat facing forward and in rows.
* As during the last few months children will have their own plastic wallet of equipment.
* School uniform rules will apply. As you know we have changed the uniform slightly (see below). Because of school closure and not wanting to put parents under any increased financial pressure after the recent crisis, we have decided that this new uniform will not be compulsory until September 2021. However, we encourage you to make the changes when children require new clothes.
* Please see below for staggered start and finish times. It is essential that parents stick to the times and follow the one way systems for each year group. We also ask that you socially distance when on the school grounds. One adult only for drop off and pick up please.
* Children can bring coats, bags and water bottles to school.
* Children can come to school on bikes and scooters as long as they are left in the bike shelter and not brought onto the playground.
* Year 6 children can be unaccompanied but parents of children new to year 6 must sign a consent form. Unless a form has been returned (most completed last term) Year 6 children must come to school and be collected by an adult.

Lunchtimes/Breakfast Club

* At lunchtimes children will eat in their classrooms and then have a 30 minute break outside. All the usual lunch payment rules apply meals will continue at £2.30 until Easter. Unfortunately, after Easter because of the increased cost of school meals this will go up to £2.40 per week.
* The school kitchen will be fully open and hot meals will be served.
* Children can bring packed lunches from home.
* There will not be a breakfast club for the time being as this involves children from different year groups mixing. We will review this after the holidays.

School Office/Communication

* The school office will remain closed. Please do not visit the office but phone or email. Parents will not be allowed into the school building for the time being.

 Inclusion Support/SEN

* All inclusion support including Thrive sessions will continue as normal. Children who are identified as needing some additional support to settle back in to school will also receive this.
* If you have any worries or concerns about your child’s wellbeing since schools have been closed or are worried about their return to school please contact Mrs. Smith (SENDCo) or Mrs. Stringer (Family Support Manager) who will be happy to discuss any concerns you have.
* The school has a number of children supported for all or part of the day by a Learning Support Assistant and this will continue.
* All specialist interventions will continue in year group bubbles.
* The usual behaviour rules and rewards will continue.

The Curriculum

* We will maintain a broad and balanced curriculum, including Sports Coaching from Kixx.
* Children will continue to have lessons based in Topics for the Foundation Subjects, but these will focus on the most important learning objectives.
* Music Hub staff and Rainbow Choirs will continue to deliver lessons in school.
* There will be no school trips other than local walks.
* To enable catch-up, children who have Read, Write Inc. Phonics lessons will continue to have two sessions a day.
* Children will be assessed using formative assessments. Summative written assessments will continue in Summer term.
* If you have any concerns about your child’s education, catch-up or the school curriculum please contact your child’s teacher in the first instance, the phase leader or Mrs. McCrae and Mr. Bullock.
* The school’s leadership structure is available on the website.

If you have any concerns or questions, please do not hesitate to contact the school.

Yours sincerely,

Mr. J Bullock

Head Teacher

**Staggered start/finish times**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year group** | **Start** | **Finish** | **In** | **Out** |
| **Y6** | 8.30 | 2.50 | Bike shed path | Car park |
| **Y5** | 8.40 | 3.00 | Bike shed path | Car park |
| **Y4** | 8.30 | 2.50 | Car park | Car park |
| **Y3** | 8.40 | 3.00 | Car park | Car park |
| **Y2** | 8.50 | 2.50 | Main path to Y2 fire door | School Drive |
| **Y1** | 8.50 | 2.50 | Bike shed path | Bike shed path |
| **Reception** | 9.00 | 3.00 | EY playground gates | EY playground gates |
| **Nursery** | 8.30 – 11.30 | 12.00 – 3.00 | **Nursery AM:** IN: Playground gatesOUT: Playground gates**Nursery PM:** IN: Side gateOUT: Playground gates |

**Lakeside Primary Academy school uniform from September 2020**

**School uniform:**

Dark grey trousers, skirt or pinafore dress

Light blue polo shirt

Navy jumper or cardigan, preferably with school badge

Jumpers with the new academy logo are available to buy from: <https://designboxuk.com>

(You can also order over the phone on: 01302 364144)

Black shoes only

**PE Kit:**

Plain black or navy shorts or jogging bottoms of those colours

White T-shirt or polo shirt

Black trainers or pumps

**Children are NOT allowed to wear:**

Trainers

Boots

Flip-flops

Jogging bottoms

Jewellery – except stud earrings which must be removed or covered for PE

Wristbands or bracelets – please notify the class teacher if any jewellery needs to be worn for religious reasons.

Any other clothing that is not school uniform.

*If you require financial support to purchase school uniform the school is able to provide assistance in certain cases. If you would like to discuss this confidentially please make an appointment with Mrs. Stringer, the Parent Support Advisor.*

******HOLIDAY PATTERN 2020-2021**

 **Lakeside Primary Academy**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SEPTEMBER** |  | **OCTOBER** |  | **NOVEMBER** |
| **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** |
|  | 1 | 2 | 3 | 4 | 5 | 6 |  |  |  | 1 | 2 | 3 | 4 |  |  |  |  |  |  | 1 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 28 | 29 | 30 |  |  |  |  | 26 | 27 | 28 | 29 | 30 | 31 |  | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 30 |  |  |  |  |  |  |
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| **DECEMBER** | **JANUARY** | **FEBRUARY** |
| **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** |
|  | 1 | 2 | 3 | 4 | 5 | 6 |  |  |  |  | 1 | 2 | 3 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 28 | 29 | 30 | 31 |  |  |  | 25 | 26 | 27 | 28 | 29 | 30 | 31 |  |  |  |  |  |  |  |
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| **MARCH** | **APRIL** | **MAY** |
| **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |  |  |  | 1 | 2 | 3 | 4 |  |  |  |  |  | 1 | 2 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 29 | 30 | 31 |  |  |  |  | 26 | 27 | 28 | 29 | 30 |  |  | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
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| **JUNE** | **JULY** | **AUGUST** |
| **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** | **M** | **T** | **W** | **T** | **F** | **S** | **S** |
|  | 1 | 2 | 3 | 4 | 5 | 6 |  |  |  | 1 | 2 | 3 | 4 |  |  |  |  |  |  | 1 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 28 | 29 | 30 |  |  |  |  | 26 | 27 | 28 | 29 | 30 | 31 |  | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
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|  | INSET Training Days  |
|  | School Holiday or Bank Holiday |
|  | Year 6 SATs Week  |