

28.8.2020

Dear Parents and Carers,

We hope you have had a wonderful summer and have had some time to relax and recharge. We are almost at the point where school re-opens fully and we are really looking forward to seeing you all. A warm welcome to all those families who are new to Morgans. We hope that you will find this letter informative and that it will help with you and your child's start as you join our community.

We have spent the summer planning, preparing resources and readying learning environments, whilst the whole school has been deep cleaned in readiness. We recognise that we will need to remain flexible with these plans and review them regularly once all children return to school, to ensure optimum safety and quality learning. As changes are planned we will continue to update you throughout the term.

Children in Nursery and Reception would have already received their information letter with regards to transitioning into Morgans. Children in Years 1-6 will begin school on **Friday 4th September**. Gates will **open at 8.40am and close at 9.00am** giving you the opportunity to drop off your children quickly without a 'bottleneck' of people at the gates and on the playgrounds. **There will be no lining up and children should go straight into their classrooms.** Please follow the markings on the playgrounds, drop your children off promptly and do not remain on the playground once you have done so. Those children in Year 5 and Year 6 should be dropped at the gate with parents not coming onto school grounds where possible to ease numbers. Please exercise compassion, patience and maintain social distancing at all times.

At the end of the school day, gates will **open at 3.10pm and close at 3.30pm**. Please follow the markings and wait outside your child's classroom. Teachers will look for parents/carers as they arrive and will send children out immediately. Parents of children in 4 Fir, 5 Rowan and 5 Elder should wait on the field opposite the classroom windows. Parents of children in 6 Pine and 6 Hornbeam should wait on the grass outside the classrooms. Parents of children in 6 Pear, should follow the playground markings, past the end of the Year 6 corridor and around the back of the school to wait on the grass outside Pear classroom. **All** Year 6 parents and children should then leave via the rear car park and follow the markings to leave the site

Please try to be on time at the beginning and end of the day to help the process work effectively. If, however, you do arrive after 9.00am, please do not go onto the playground as all teachers will be in class beginning the day's teaching. Please come to the school office and line up 2 metres apart. Please be patient as only one family will be allowed at a time in the reception foyer. Children will need to be signed in by the admin team.

We have Inset training days for staff on Wednesday 2nd and Thursday 3rd September and in addition, we will hold **Meet the Teacher sessions from 4.00 - 5.00pm** on both days. This is an opportunity for you and your child to meet the class teacher and look at the learning environment in order to help with the transition back into school. If you haven't already done so, and you would like to book a time slot to meet your teacher, please contact [admin@morgans.herts.sch.uk](mailto:admin@morgans.herts.sch.uk). **Please remember only one parent can attend a session due to social distancing.**

## Lunches

We have reviewed our offer of hot lunches in line with government guidelines over the summer. Due to the social distancing requirements and year group bubbles, we are unable to seat all children in the dining hall safely to eat lunches. We are therefore going to only have packed lunches and these will be eaten in classrooms. Cleaning will happen at the end of lunchtime prior to the children beginning their afternoon learning activities. You may wish to provide your child with their own packed lunch or order one from the school. In this case, children will be offered a choice of 3 fillings on a weekly basis. Lunches will be accompanied by a salad filling, a piece of fruit and a biscuit. Those in receipt of free school meals will be provided with a packed lunch prepared as above. All packed lunches provided by school will be brought to the classroom. **All children will need to bring their own filled water bottle for drinks.** Outside play will continue once the children have eaten. Children will play in zoned areas with some play equipment provided. Lunches will be reviewed before half term and we will let you know if hot meals will be able to be provided for the remainder of term.

## Cleaning

We plan to continue to deep clean the school regularly and in addition to this, we have cleaning equipment in each class that will be used throughout the day in between activities. Please remind your children to maintain good hygiene, wash their hands and use gel regularly when they return to school.

Please remember to discuss these points with your child to help them to be ready for their return to school next week:

- The importance of minimising contact and mixing with others and that teachers will help children to follow measures to minimise the risk of transmission of COVID-19. Teachers and teaching assistants will support children with this in a supportive and sensitive manner
- Some children and staff may be wearing face coverings at times
- Children will be asked to wash/sanitise their hands regularly
- Children will be expected to wear full school uniform
- Children will be expected to wear plimsolls in school at all times
- Children will be supported to go straight into class in the mornings and to leave promptly with their parents/carers at the end of the day
- Play and lunch times will look different. Children will be able to play and have lunch with children from their year group only and will play in zones.
- Classrooms from Year 2 to 6 will be organised differently and tables may be arranged so that children are facing forwards at times, with children seated next to each other where possible
- Children will bring in their own packed lunch or choose from a packed lunch menu only at the moment
- Resources will be cleaned regularly
- Children can bring in school bags, reading books/records, lunch boxes and hats/coats and gloves. Children may bring in their own pencil cases and stationery but these should not be shared
- Children will not be able to bring in toys and games for play/lunch times

## PE

Children will be required to wear their PE kit to school on the days that they have PE lessons and remain in them all day. This is to avoid additional clothing/bags from being brought into school and the need for changing in close proximity. Please ensure that your child wears suitable clothing on these days (e.g jumper/fleece/hoodie/joggers and a waterproof coat). Your class teacher will inform you of the PE days for your child's class in due course. Children may wear trainers to school on PE days but will still need to wear their plimsolls indoors.

## Symptoms

The government is advising schools and parents to make sure that anyone with symptoms does not attend school under any circumstances.

Please see the following government advice and information:

*'The chance of children becoming severely ill from the virus is also very low.'*

*Do children transmit coronavirus (COVID-19) more than adults?*

*No. Children are no more likely to transmit the virus than adults. In fact, there is reasonable evidence that primary school age children have a significantly lower rate of infection than adults, although this is not yet conclusive.*

*Will my child be expected to socially distance in primary school?*

*We understand that young children find it hard to socially distance. However, we know that it still helps to reduce risk by keeping groups as separate as possible in school*

*What should I do if my child or someone in my household has symptoms?*

***It's important that if your child (or anyone in their household) has any coronavirus (COVID-19) symptoms, they do not attend school and stay at home. You should arrange for them to get a test and tell your school the test results. This will help the NHS Test and Trace process. If you have a positive test result, your household should remain at home and follow the Test and Trace self-isolation guidance.'***

### **Please be aware of the following:**

- If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- If someone tests positive, they should follow the ['stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection'](#) and must continue to self-isolate for **at least 10 days from the onset of their symptoms** and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. **The 10-day period** starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. **Other members of their household should continue self-isolating for the full 14 days.**

## After school clubs

At the beginning of term we will not be starting after school clubs apart from The Dell and the wraparound care they offer. This is to help with the safety procedures for your children and the smooth return to school, as well as to allow for children and families to get used to the new routines and processes. We want to begin our club options as soon as possible so will be reviewing this soon, and once school routines are working clearly and consistently, in line with government guidance, we will return to our after school club offer. We will ensure all club leaders have completed the required risk assessment forms from Herts County Council, and that they understand the importance of following government guidance to keep all children safe. We will update you with this information once we are able to do so.

If you are interested in your child attending The Dell, please contact: Carolyn Davis at [thedellhertford@hotmail.com](mailto:thedellhertford@hotmail.com)

### **Stationery packs**

In order for the school to minimise sharing equipment where possible to reduce the risk of transmission, children must use their own stationery. Any other resources that need to be shared will be cleaned.

If you have not already done so, you can purchase your stationery packs from the school for £10 each. If you would like to purchase a pack you are able to do so via the ParentMail App, alternatively please see the office staff either on Wednesday 2nd or Thursday 3rd September, 9.00am-3.00pm and a pack will be provided. Please note this does not apply to Nursery or Reception children.

### **You can find out more about returning to school safely at:**

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

Thank you for taking the time to read this important information. We look forward to welcoming all our families back into school and hope that the start of term is smooth and the children feel safe and excited to be back. If you have any feedback on the new procedures then please let us know so that we can continue to improve our practice. We value your input so will send a parent survey out before half term so that we can see how we are doing and where we need to implement any necessary changes.

Yours sincerely,



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Co-Head Teacher

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