26th May 2020

**Potential phased re-opening of school**

Dear parents & carers,

I am writing to you regarding the potential phased re-opening of school which the Government has stated is likely to take place on or after June 1st.  This letter accompanies a parent guide explaining our plans for school phased re-opening.  I want to reinforce that at this point it is a plan and is therefore subject to change, dependent upon government decision-making and other variables. However, there has already been a significant amount of consideration, thought and preparation made for this phased school return, which I would like to share with you.

Our Trust has taken the decision that the earliest possible date to start the phased return will be Wednesday 3rd June.  This will allow staff to return to school for 2 Non-Pupil Days to ensure that we are adequately prepared (Monday 1st/Tuesday 2nd June).  The Government has made clear the year groups to prioritise for this stage of the phased return are Foundation, Year 1 and Year 6 (in that order of priority).

**At this stage** we know that we have adequate space and staffing to at least offer:

* a place for every **Foundation pupil** – opening from Wednesday 3rd June – as close to full time as possible
* a place for every **Year 1 pupil** – opening from Monday 8th June – as close to full time as possible
* limited provision for **Year 6 pupils** – opening from Wednesday 10th June - due to limited space and staffing we are unlikely to be able to offer full time hours
* **Pupils attending Educare** – Educare will continue to run the same way as it does currently
* **Other year groups:** The Government has yet to state a plan for other year groups to return to school

**Next steps**

No doubt you are all aware that the Government will make the final decision about schools reopening by 28th May (this Thursday). Before we can go further with any of our plans, we need to know exactly which pupils will be returning to school.  This will help us to precisely plan our staffing and the allocation of spaces in school.  Once we have a clearer picture of this, we can consider our offer for Year 6 pupils and communicate this in more detail to you.

So, we are initially asking parents and carers of pupils in **Year Foundation and Year 1 only** to complete this form via the link to below to either book or decline the offer of a place in any phased re-opening plans for these year groups.  **Please can all parents and carers of pupils in Foundation and Year 1 complete this form**:

<https://forms.gle/MY72xmCJXxhtvCY76>

*We respectfully ask that you complete this form as soon as possible and* ***by the end of Thursday 28th May*** *at the latest*

I should remind parents of children in the priority year groups that the ultimate choice of whether your child attends school is with you, as all financial and legal penalties for non-attendance have been removed for this period. I appreciate this will be a very difficult decision for many of you - the information provided in the accompanying guide is intended to help parents make an informed decision based on a clear picture of what school will be like for those children who are due to return.  Please read the guide carefully as it will help you and your child best prepare for any phased return and please take note of the various timing changes and practical requirements that are all being implemented to prioritise the health and safety of the whole school community. All of the practical alterations, as stated in the guide, comply with Government guidance, our Trust guidance and our own school risk assessment.

Please understand that all the information shared in the guide is given in good faith to help you in your decision making but aspects of it may still be subject to slight changes going forward.  Of course, further and more specific information will be sent out in due course to those parents and carers who choose for their children to return.

Thank you for your ongoing patience, understanding and support as we prepare the school for this phase of wider opening.

Yours sincerely,



Mrs Lisa Meek

Headteacher