

Discovery Multi Academy Trust  
Beechwood Primary Academy,  
Rockfield Avenue, Southway, Plymouth  
PL6 6DX

T: 01752 706361  
E: [info@discoverymat.co.uk](mailto:info@discoverymat.co.uk)

Chief Executive Officer: Mrs Alison Nettleship  
Chair of the Board: Mrs Julia Guy



15th July 2020

Dear parents and carers,

As we near the end of term we would like to give you some more information regarding the readmission of all pupils to school from September. I know that you will have mixed emotions about your child returning to school, if they have not been in, and hope that the following information answers many of your questions.

We have worked with the Local Authority and other Trusts in ensuring that our risk assessments and working practices are as safe as possible for our whole school community and look for your support in working with us to make the changes as easy as possible for our children. We have successfully supported over 55% of our children over the last four months in school, and I would like to thank you for your hard work and effort in supporting the home learning that has been provided for all of our children.

We have ensured that as well as structuring the schools differently in September, children will be clear about what areas of school they will be able to access, where they can play and the health and safety considerations of being in school. Please could you support us by practicing hand washing with your child, as this will be happening at least four times during the school day. Additionally, it will help us if they understand why it will be important to maintain a distance from adults in school. The guidance asks for adults to continue to maintain social distancing from children unless they require first aid etc. We will obviously talk to the children when they return but it is always helpful to have your support in explaining this also.

From September, all children are expected to be in school. The Government have issued guidance to support us in making sure that the risks of Covid-19 are reduced both to the children and staff. We are expecting your child to return on **Monday 7<sup>th</sup> September in year 1, 2, 3, 4, 5 and 6** (the children in reception will start on Tuesday 8<sup>th</sup> September) with children entering and being collected from school in the following way:

#### **Reception and Year 1 (Robin, Owl and Wren Classes)**

- 8.45 am - Children will enter through the **main reception entrance** via the school car park.
- The children will be greeted by Mrs. O'Carroll at the reception doors and the children will enter the school to be met by staff in the classrooms. Parents and children are requested to wait observing a social distance. The car park will be closed to cars but please make sure that you keep your children with you while waiting so they do not run around the car park. Thank you.
- At 3.15 pm the children will be sent out to parents in the order they are waiting to be picked up. Please be patient when picking up, this will take time as the routine becomes established.

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### Year 2 (Dove and Puffin Classes)

- 8.45am Parents and children will enter the school via the **bottom gate on the car park** and walk along the path to the year 2 pods. The gate will not be open until 8.30am. Please make sure that you and your child wait a social distance until the classroom doors are opened by your child's class teacher.
- Please make sure that the you and your children do not use the KS2 playground, field or Trim Trail while waiting. These areas are not designated for children in year 2 before school..
- At 3.15pm children will be sent out to parents in the order they are waiting to be picked up. Please be patient when picking up, this will take time as the routine becomes established.
- We respectfully ask parents to wait outside the fenced areas for drop off and pick up times so that social distancing can be maintained.

### Year 3 and 4 (Jay, Starling, Skylark and Goldcrest)

- 8.45am Parents and children will enter the school via the **Butler Close gate and along the pathway besides Little Acorns** and walk along the path to the year 3 and 4 pods. The gate will not be open until 8.30 am. Please make sure that you and your child wait a social distance until the classroom doors are opened by your child's class teacher.
- Please make sure that the you and your children do not use the KS1 playground, field or Trim Trail while waiting. These areas are not designated for children in year 3 and 4 before school.
- At 3.15 pm children will be sent out to parents in the order they are waiting to be picked up. Please be patient when picking up, this will take time as the routine becomes established.
- Only KS2 children with 'Walk Home' consent will be permitted to leave the school premises unaccompanied. Walk Home letters will be sent out for completion during the first week back at school in September.

### Year 5 and 6 (Osprey, Kestrel and Peregrine)

- 8.45am Parents and children will enter the school via the **Community Entrance**. Please make sure that you and your child wait a social distance until the classroom doors are opened by a member of staff from year 5 and 6.
- Parents and children are requested to wait observing a social distance. The car park will be closed to cars but please make sure that you keep your children with you while waiting so they do not run around the car park. Thank you.
- If children are arriving unaccompanied then they will need to wait maintaining a social distance and not access any other part of the school grounds while waiting for the doors to be opened by a member of staff.
- At 3.15 pm, children will be brought to the community entrance and released to parents in the order they are waiting to be picked up. Please be patient when picking up, this will take time as the routine becomes established. Only KS2 children with 'Walk Home consent will be permitted to leave the school premises unaccompanied. Walk Home letters will be sent out for completion during the first week back at school.

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If you have more than one child to drop off and pick up each day, we would suggest that you drop off the oldest child first and then make your way to the next class drop off area. However, once we are back in September and have completed the first few days you may find a different order works best for you. We are very aware that drop off and pick up routines will take more time while trying to maintain social distancing so please don't be worried if it takes time for your routine to be established.

No parent should cross the 'STOP' signs which are clearly marked by the doors to minimise the number of people around the entrances. Staff will be there to welcome and escort your child. It is VERY important that you support social distancing measures when bringing and collecting your child from school. Whilst we have split up the entrances to reduce contact we still have a large number of children and parents on site, and we do not want to have to limit this as a result of difficulties with distancing. **In Key Stage 2**, there is no requirement for you to accompany your child, if you feel that they are able to make their own way to and from school, but if it becomes apparent that your child is unable to maintain distancing on school premises, then this may need to be reviewed.

No child should come to school if they, or anyone they live with, has symptoms of Covid-19. These are:

- A new persistent cough
- A high temperature
- A change in their normal sense of taste or smell.

Pupils will need to wear their normal school uniform, with appropriate shoes. They can bring a **book bag, lunchbox (if needed), water bottle and a coat**, but we ask that they do not bring in any additional items to reduce the risk of infection. This includes **mobile phones, pencil cases** as the children will be provided with all the things they need in school. Children will be able to have a school dinner, and we have ensured that this is done safely with groups split at lunchtimes to allow all to have a hot dinner if they wish. Playtimes will also be in 'groups' to minimise children playing in large numbers but will be active, with planned activities to support physical activity. The children will **not** need to bring in a PE kit initially.

All of our children will begin their time back at school with a period of adjustment, and support will be in place for them to talk and share experiences, as well as looking forward and celebrating being able to be at school and with their friends again. The curriculum will have a personal, social and emotional focus for the first two weeks, from which we will spend time supporting the children in developing their reading, writing and maths in a cross-curricular approach. Initially we will not be setting homework but will be encouraging our children to read daily, and all children will have a reading book in the first few days. We will not be holding school assemblies, or be able to have large groups together but are looking at ways to do this virtually. For example, we will be hosting the Heads of School 'virtual assemblies' to enable the children to feel part of the school community again. We will also not be running after school clubs initially, these will develop over time and more information will follow in due course.



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If your child becomes unwell whilst at school, we will contact you in the usual way, and if your child receives any specialist support, this may continue in school. The DFE guidance is clear that they are requesting that we still have as few people come into school as possible, **so we are asking that parents continue not to enter the school premises**. If you have an issue or concern, please do not try to speak to your child's teacher at the door, as they are supervising the safe entrance of all children. It would be better to email in the first instance or call the school, and someone can deal with your query or question as soon as possible.

We are confident that our schools have put in place the measures to support our children and staff in our return in September, and are prepared for any changes as they arise. Thank you for taking the time to read this and in supporting us and your children during this transition back to school. On behalf of the Trustees I hope that you have a relaxing summer break and look forward to seeing our wonderful children all back in September.

A handwritten signature in black ink, appearing to read "Alison", is positioned above the printed name of the CEO.

Mrs Alison Nettleship  
CEO  
Discovery multi Academy Trust