



Knighton Mead Primary Academy

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Principal: Miss J Slinger

17th August 2020

Dear Parents/Carers,

2020-21 Autumn Term Start

As promised before the summer holidays, I can now share a few more details about how the Autumn Term will start. The schedule below, which was shared in July, shows the plan for the 2 weeks beginning Monday 24th August. Children will be asked to attend one day between Tuesday 1st-Friday 4th September. A text will be sent to you today with details of the day your child will need to attend – siblings will be on the same day to support childcare arrangements best we can. All pupils will then return full time from Monday 7th September. Attendance will be mandatory from this date, as set out by the government. Knighton Mead’s usual attendance and absence procedures will begin again – please call the school office in the morning to let us know if and why your child will be absent.

Monday 24 th August	Tuesday 25 th August	Wednesday 26 th August	Thursday 27 th August	Friday 28 th August
TEACHER INSET DAY	TEACHER INSET DAY	School closure days – focusing around making the school COVID secure, reviewing risk assessments, inducting staff to new models of working following updated guidance.		
Monday 31 st August	Tuesday 1 st September	Wednesday 2 nd September	Thursday 3 rd September	Friday 4 th September
Bank Holiday	Partial opening week to allow time for transition activities and assessment in smaller groups. Classes will be invited into the school at different points in the week to spend time with their teacher before all classes return. Each year group will be split in to 4 groups and each child will come in one day each. We will ensure siblings are planned to come in on the same day. A text will be sent home with details of your child’s scheduled day onsite. This will be communicated closer to the new term once further guidance is received.			
Monday 7 th September	Details around Nursery admissions and staggered starts will be communicated separately			
All classes back full time in ‘cohort bubbles’				

Gates – coming to and from school:

There won’t be the need to stagger start and end times of the school day due to Knighton having a number of gates to use.

MORNING - Gates opened by staff at 8:35 and closed at 8:50. Any late families to come to the front office and wait outside.

N and R – EYFS gate

Y1 and Y2 – KS1 Playground gate

Y3 and Y4 – Sheridan St gate

Y5 and Y6 – front Playground gate

- Parents to drop children off outside their gate, apart from EYFS which can come on to the playground, drop off at outside door and then leave through open gate to car park (which will be staffed by an EYFS adult) – one way system in place
- SLT members to be on all gates each day to answer any questions and greet pupils

AFTERNOON

- Y5 and Y6 - children will be lined up in one straight line at 3:10 on the side playground (new flag wall area). Parents to wait on front, Knighton Fields West playground (socially distancing) and staff to let children go one at a time. Families to leave playground as soon as they have collected their child to avoid congestion.
- Y3 and Y4 – line up in one straight line at 3:10 on the gazebo area of the playground. Parents to congregate on other half and staff to let children go one at a time. Families to leave playground as soon as they have collected their child.
- Y1 and Y2 – line up in one straight line at 3:10. Y1 parallel and close to the school building, Y2 parallel to building but other side of climbing frame. Parents to congregate on the gate side of each line. Families to leave playground as soon as they have collected their child.
- EYFS – 1 parent to wait on playground. Teacher to send child out one at a time when parent is seen. One-way system used like at morning drop off. Families to leave playground as soon as they have collected their child
- SLT members to be on all gates each day to answer any questions

How is Knighton Mead Primary Academy ensuring a safe wider re-opening from 1st September 2020?

- All staff have engaged with training and briefings on the new policies and systems to ensure consistency
- The school is staying up to date on all government guidelines
- Pedal bins now in each room for any used tissues
- Groups of children to have allocated toilets which will be cleaned regularly between uses
- Daily cleaning regimes in place
- Regular hand washing – facilities in every room
- Hand sanitisers have been installed in every teaching room
- All children will be talked through new systems in school during their first day back during week of the 1st Sept
- There will be no swimming until at least October half term
- Bagels will now be handed to children in classrooms by a member of staff wearing PPE each morning
- Children to have their own equipment and pencil case so no cross contamination – school to provide
- **Water bottles brought from home to be used**
- PPE available for staff for situations within 2m e.g. First Aid or changing
- Anyone showing symptoms to not come onsite or to go straight home
- Signage around school including 2m markings on the floor
- **No more than 1 parent to drop child off or in the front office at one time – call ahead if you can**
- **Designated gates for groups of children and staff entering and exiting the site**
- Hand washing posters and guidance displayed throughout the building
- All windows and doors open for ventilation throughout the day
- Cleaning packs in every room for staff to use
- Staff will remain socially distanced from children so that they can move between groups if needed
- A class of children will be their own 'bubble' – approx. 30 children
- There will be no Wake and Shake or after school clubs until at least October half term
- Breakfast Club will begin again but will be held in the hall and has a revised structure and set of systems – families will be contacted next week about places
- Interventions will begin again but staff will wear PPE and we have Perspex screens to support infection control
- Risk assessments are in place for individuals who need them (children and staff)
- Increase in outdoor learning for all year groups
- Classes/bubbles will have their own zoned off area of the playground and some break times will be staggered to ensure no mixing of bubbles
- **No hot meals until at least after October half term so that bubbles can eat their packed lunches in classrooms or zoned outdoor areas. The school kitchen will be offering a choice of sandwiches (see attached menu)**
- LCFC will be coming in to offer provision and have been briefed on all risk assessments and procedures
- We will only have essential visitors and contractors on site
- Parents not to walk across playgrounds at any point. Only 1 parent or family member to pick up and drop off child/ren.
- **Children will wear school uniform and will need to wear PE kit on their PE day**

*these procedures are under constant review and development based on guidance and scientific findings from the government

***actions for families**

As you can see from the above, we are doing all that we possibly can in school to ensure that bubbles (year groups) of children are not mixing and therefore, we are reducing the risk of any potential infection spreading across the school. We would ask that you respect these measures between bubbles when children are not in school too.

We are really looking forward to getting children back to Knighton Mead, even if a little differently! We appreciate your patience as we implement the above and will communicate any changes throughout – please look out for these through letters, texts, the school website and Twitter. Signage will be around school to support, along with members of the senior leadership team.

Once again, many thanks for your ongoing support and as always, feel free to give me a call if you have any questions,

Miss Slinger
(Principal)

caterlink
feeding the imagination

Packed Lunch Autumn Menu 2020

Monday
Tuesday
Wednesday
Thursday
Friday

ALLERGY INFORMATION:
If your child has an allergy or intolerance please ask a member of the catering team for information. If your child has a school lunch allergy or intolerance you will be asked to complete a form to ensure we have the necessary information to cater for your child. We use a large variety of ingredients in the preparation of our meals and due to the nature of our kitchens it is not possible to completely remove the risk of cross contamination.

Week	Option 1	Option 2	Fruit/Vegetable	Dessert	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1 31 Aug 21 Sep 12 Oct 9 Nov 30 Nov	Wholemeal Cheese Sandwich	Wholemeal Ham Sandwich	Raisin/Sultana Pot	Apple Flapjack	White Egg Mayonnaise Baguette	White Tuna Baguette	White Cheese & Cucumber Sandwich White Ham & Tomato Sandwich	Egg Mayonnaise Wrap	White Cheese Sandwich White Ham Sandwich
					Apple	Fruit Yogurt	Cucumber Sticks Lemon Drizzle Cake	Melon Pieces	Carrot Sticks Vanilla Shortbread
Week 2 7 Sep 28 Sep 19 Oct 16 Nov 7 Dec	Wholemeal Cheese Sandwich	Wholemeal Ham Sandwich	Raisin/Sultans Pot	Chocolate & Beetroot Brownie	White Egg Mayonnaise Baguette	White Tuna Baguette	White Cheese & Cucumber Sandwich White Ham & Tomato Sandwich	BBQ Chicken Wrap	White Cheese Sandwich White Ham Sandwich
					Carrot Sticks	Fruit Yogurt	Cucumber Sticks	Melon Pieces	Banana Spanish Cookie
Week 3 14 Sep 5 Oct 2 Nov 23 Nov 14 Dec	Wholemeal Cheese Sandwich	Wholemeal Ham Sandwich	Raisin/Sultana Pot	Banana Chocolate Oaty Square	White Egg Mayonnaise Baguette	White Tuna Baguette	White Cheese & Cucumber Sandwich White Ham & Tomato Sandwich	BBQ Chicken Wrap	White Cheese Sandwich White Ham Sandwich
					Carrot Sticks	Fruit Yogurt	Cucumber Sticks	Melon Pieces	Satsuma Oat Raisin Cookie