



Dear Parents/Carers,

Re: Arrangements for Autumn Term opening at The Winterton Federation from September 3rd 2020

I hope this letter finds you and your family safe and well. Many thanks to you all for your continued support over the past few months during these difficult times. I am sure you are ready for the Summer holidays; I know all the Federation team are very ready for a well-deserved rest, having worked through probably one of the strangest Spring and Summer terms ever. That given, we have been very busy planning for everyone's return back to school in September, and are very much looking forward to seeing you all then.

Please be assured that the safety of our children, families and staff continues to be our number one priority. We have been guided by Government advice at all times and our overriding focus has been, and continues to be, to ensure our schools and campuses are as safe as we possibly can make them.

As a result of recent Government guidelines, and providing everything stays as it currently is or improves further, we expect to welcome all our pupils back into education at The Winterton Federation as usual, in September. However, we expect to do this safely, with measures in place that will enable us to continue to achieve social distancing as far as is practicable, and in line with Government expectations, where this is not possible. It is therefore of paramount importance for us all; staff, parents and pupils to continue to work in unity to achieve this, and I thank you in advance for your continued support with this.

We have put a number of policies and procedures in place over the past months, whilst we have been partially open. Many of these policies and procedures still apply and will continue to be in place with additional ones added where appropriate. It would, therefore, be greatly appreciated if you could read the following information carefully, and discuss what is pertinent to your child, in such a way that they understand what the expectations of them, and their behaviour, will be on their return after the summer break. This will help prepare them to come back into school, and enable you all to adhere to policies and procedures in place, ensuring everyone is kept as safe as possible whilst on the Federation campus.

Social Distancing
Pupil Groups
<ul style="list-style-type: none">• Pupils will be in their allotted classes and will be part of Phase bubbles and as a result there will be the following: Nursery and Reception Phase Bubble Year 1 & Year 2 Phase Bubble Year 3 & Year 4 Phase Bubble Year 5 & Year 6 Phase Bubble• Adults, teachers, TAs, Midday Supervisors etc, across the Federation, will be assigned to Phase bubbles and work exclusively within that Bubble where practicable.• Should anyone test positive to COVID-19 within any Bubble, government guidelines will be followed by The Winterton Federation.

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Office/Communication/Contact with Staff	Start and End of the Day
<ul style="list-style-type: none"> Parents/Carers will NOT be allowed to enter the school building. Both school offices will remain closed. We would ask that any communication you have for a member of staff e.g. Class Teacher, SENDCo, Pastoral team member, should be made by either telephoning the school office or preferably by email (admin.wintertonjuniors@northlincs.gov.uk or admin.wintertoninfants@northlincs.gov.uk) This will be passed on to the relevant staff who will then contact you as soon as possible. There will be no contact with staff at the start and end of the school day. Any issues please see above point referring to communication. Only essential meetings will be carried out with Parents/Carers or any external services within our premises. Where possible, meetings will be conducted by video call or via telephone conversations. 	<p>There will continue to be a staggered start and finish to reduce the number of parents/carers on both school sites at any one time. Allotted time slots must be adhered to at all times. The one-way system will continue to operate at WIS.</p> <p>Winterton Church of England Infants' School pupils</p> <ul style="list-style-type: none"> Following transition, (separate instructions will be given for this) Full time Nursery pupils will attend from 9am to 3.30pm. Change over for part time Nursery provision will be at lunch time (notification for this will be in a separate document) Monarch & Red Admiral arrival 9.10 Collection at 3pm Swallowtail, Gatekeeper & Glasswing arrival at 8.45am and collection at 3.10pm Blue Moon and Holly Blue arrival at 8.55am and collection at 3.20pm
<p style="text-align: center;">Uniform</p>	<p style="text-align: center;">Winterton Junior School Pupils</p>
<ul style="list-style-type: none"> Pupils should come to school in clean uniform clothes, and bring a coat so that they are prepared to access outdoor learning irrespective of the weather. If children wear shoes with laces, they MUST be able to tie these themselves. PE Kits must be brought into school on a Monday and taken home for washing over the weekend on a Friday. PE kits must be in a small drawstring bag NOT a rucksack. The schools will not be able to supply spare PE kit during this time. The only other items that should be brought from home by pupils is a pack-up (if applicable) a small book bag containing daily reading books and a named water bottle. 	<ul style="list-style-type: none"> Year 3 arrival at 8.45am and collection at 3.15pm at the Chapel Lane Gate Year 4 arrival at 8.55am and collection at 3.25pm at the Chapel Lane Gate Year 6 arrival at 8.45am and collection at 3.15pm at the West Street Gate Year 5 arrival at 8.55am and collection at 3.25pm at the West Street Gate

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Health and Hygiene	Entrance for the beginning and end of the day
<ul style="list-style-type: none"> • There are outside sinks strategically placed that pupils should use to wash their hands before entering and after leaving the school buildings. • All pupils will have access to hand washing facilities which they will frequently use to wash their hands each time they enter the classroom. • Each classroom has tissues. The 'Catch it, bin it, kill it' approach is promoted. • Each classroom has cleaning equipment and spray disinfectant, which will be used as and when appropriate throughout the day. • Our federation ancillary teams will continue to clean during and at the end of each day. • Our staff may be wearing some form of PPE where appropriate. 	<ul style="list-style-type: none"> • There will be no vehicular access into the Infant School Campus including the driveway to the Old School Hall car park, as this is being used as part of the one way pedestrian system. • At the Infants' school, there will be a one-way system through the schools' entrances to enter and exit the playgrounds; please follow the signs in all instances. • At the Juniors, pupils will be expected to say goodbye to their Parent/Carer at the gates. • Parents/Carers and pupils must always maintain social distancing from other adults and pupils both in and around the Winterton Federation campus. • Only one adult should accompany your child when bringing/collecting them to and from school, to minimise the number of people in and around the Winterton Federation campus.
In the Classroom	Lunchtime
<ul style="list-style-type: none"> • KS1 & KS2 pupils will sit at tables in lines, facing the front of the classroom in line with Government guidelines. • Pupils cannot mix with other phase bubbles. • All pupils will be provided with their own personal pencil case which will include all the equipment they require during the school day. • Pupils will only have contact with their own books and equipment where practicable. 	<ul style="list-style-type: none"> • Both our catering providers will be offering either hot grab bags or sandwich options for school lunches (there will be no 'gravy' type lunches whilst pupils are eating in classrooms). • KS1 & KS2 pupils will eat at their tables in the classroom. • Menus will be shared via the APP and on the website in time for our September start. • Payment for all school lunches will be via ParentPay. •
First Aid	Behaviour expectations
<ul style="list-style-type: none"> • Where appropriate, if a pupil encounters a basic first aid incident, or has a toileting accident, they will be encouraged to change themselves and clean their scrape or cut under supervision from a first aider/member of staff. However, if support is needed, individual pupil needs will be met. 	<ul style="list-style-type: none"> • To clarify, ANY pupil who does not adhere to an adult's instructions, or does not social distance when instructed to do so, will be dealt with in accordance with the Federation Behaviour Policy. It is vital that all staff and pupils are kept safe at all times • There will be no physical handling of any pupil except in an emergency or as part of

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<ul style="list-style-type: none"> We have sourced PPE (following the COVID-19 guidance for Educational Settings) which will be used by staff for protection when necessary. <p>In the event of anything more serious, our usual medical procedures will be followed which may result in Parents/Carers being asked to collect their child.</p>	<p>their personal handling plan. If positive handling techniques have to be used on a pupil, the Parent/Carer will be called immediately to collect the pupil. Further sanctions will be put in place, where appropriate. Again, pupils and staff must be kept safe at all times.</p>
Displaying Symptoms	
<ul style="list-style-type: none"> We will not accept any child who is displaying any signs of illness or from a household with a member displaying symptoms. Any child displaying symptoms whilst in school, will be sent home immediately and the family must self-isolate and engage with the NHS Track and Trace system following the Government guidelines. The results of the test must be shared immediately with the Federation in order to ascertain steps forward. <p>Anyone testing positive, together with their family will need to self-isolate for a minimum of 14 days from the results date. The Winterton Federation will follow Government guidelines in all instances.</p>	

Thank you once again for all your support and patience at this time; please note that all the information above is on the proviso that things either stay the same or improve, and are very much subject to change if necessary.

However, for now at least, take care, stay safe and have a fabulous summer.

Best wishes,

Mrs Cathy Logan

Executive Headteacher

The Winterton Federation