



Burton Salmon Community Primary School
Ledgate Lane
Burton Salmon
LS25 5JY

Burton Salmon Community Primary School
Proud to be part of The White Rose Federation

One family branching out together

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Dear Parents and Carers

Thank you for responding so promptly to the parent survey that was sent on Friday. We have collated the information and we have enough interest from families to begin to open up for pupils, starting with Year 6 on Monday 22nd June. We then aim to open up to Nursery, Reception and Year 1 pupils and Year 4/5 from Monday 29th June. Pupils requiring childcare from the wider year groups (Year 2, 3 and 6) based upon the criteria of 'vulnerable' will begin on Thursday 2nd July.

The closing date for the survey was on Tuesday; following the survey deadline, we are now full in Nursery, Reception and Year 1, Year 4/5 and the childcare bubble. It takes hours to collate the information and write the risk assessments based upon the number of bubbles, available staff and the number of pupils requiring childcare/teaching and we have written them matched to the number of children in school each day. If you wish to access childcare or teaching provision, please email school in the first instance to go on the waiting list. I wish to re-iterate the point that we have tried our best to ensure that the setting is as safe as possible for your child's return, as highlighted in the information below and the risk assessments attached. The Local Authority has reassured us that they are unaware of any reported cases at local schools, but the virus is airborne and also a 'superspreader', so there is always an element of risk, no matter how careful we are.

What have we done to minimise risk? Please see the risk assessments for further information. The key highlights are listed below.

- Moved the childcare for key worker and vulnerable pupils into the sensory room behind the main school building to separate the bubbles
- Created bubbles of no more than 15 pupils, to allow for a greater floor space per pupil
- Ensured as much outdoor learning as possible
- Removed soft items from the classrooms and restricted play equipment
- Restricted flow around school so that bubbles are uninterrupted and contained
- Provided designated toilets for each bubble
- Ensured that lunches and playtimes are contained within bubbles
- Created a cleaning timetable between 9:00am-3.15pm
- Restricted cross-site adult working
- Staff to work with the same children each day
- Communicated social distancing measures to the wider school community
- Requested that children do not wear uniform to ensure that fresh clothes are worn daily



Dropping Off and Picking Up

Due to the increase in number of pupils coming to school, we'd like to minimise the number of parents coming onto the premises. Whilst this is easily solved for drop-offs, it will be unavoidable for picking the children up. **Videos to further illustrate this will be added to the school website on the home page's noticeboard – please watch them.**

Bubble	Dates	Drop-off	Pick-up	Where will they be in school?
Year 6/5 currently in school childcare	Mon 22 nd June – Fri 26 th June	8.55am – 9.05am	3.10pm – 3.20pm	Class 3 with Mr Bealey and Mrs Wykes
Year 4/5	Mon 29 th June – Fri 17 th July	8.55am – 9.05am	3.10pm – 3.20pm	Class 2 with Mr Bealey and Mrs Wykes
Nursery / Reception / Year 1	Mon 29 th June – Fri 17 th July	8.40am – 8.50am	3.00pm – 3.10pm	Class 1 with Mrs Torode and Mrs Wilson
Childcare Arrangements*	Mon 22 nd June – Fri 17 th July	8.00am – 8.30am	Between 3.00pm and 4.00pm	Sensory Room with Miss Northway, Miss Kiely and Mrs Potts

**Childcare Arrangements - Key worker pupils and vulnerable pupils and those pupils who require childcare from 22nd June in Years 2, 3 and 6.*

Class 1 & 3 Drop-offs

The dropping off of children will be done outside of the playground (at the small blue gate) where social distancing measures should be followed. Children will be met by a member of staff at the middle, blue iron gated entrance to the playground and clearly directed where to go. A further member of staff will be present at the wooden gate into school to add additional support.

When the Year 4/5 children start on the 29th of June, they will enter the school building through the door marked 'boys' and go straight to Class 2.

Childcare Arrangement drop offs

Ring the buzzer on the post at the end of the 'Childcare' lane. A member of staff will come and guide the child/ren into school.

Class 1 & 3 Pick-ups

Parents should enter onto the school playground via the middle blue gate and stand on one of the designated spots in one of the three clearly marked areas of 'Class 1', 'Class 3' and 'Childcare'. The spots will be 2m apart to comply with social distancing guidelines. If these spots are all occupied, please wait outside the school, on the pavement, until a spot becomes available. Once on a spot, wait there until the child/ren are sent to the appropriate adult then exit the playground through the double gates at the top of the playground.

Childcare Pick-ups

When picking up a child from this area between the times of 3.00pm and 4.00pm, walk to the end of the 'childcare' lane and press the buzzer. Your child will then be brought to you.

Please note that if you have more than one child to pick up from different bubbles, the staff will aim to release the children at the same time. However, as you can appreciate, this may not always be possible and there may be several minutes between them getting onto the playground. Please be patient with staff and other parents as we are all trialling this together.

Year 4/5/6 Daily Routine

Although these children will be accessing teaching at different times, the protocol will be the same. Children will enter the building, put items in the cloakroom and wash their hands. They will be taught at desks, with 2m distancing in place. Lunch will be served in the same room. They will have access to their own toilets and they will be cleaned regularly throughout the day. Children in these groups will have access to the main playground at the front of school



and will have a set of equipment that will be wiped after use. Pupils will wash hands before and after playtime, alongside regular washing throughout the day. The classroom will be cleaned regularly by staff and antibacterial wipes will be used, particularly on electrical equipment, such as iPads and laptops.

Nursery/Reception/Year 1 Daily Routine

Class 1 children will enter, put items in the cloakroom and wash their hands. They will be taught in small groups, allowing for free-flow play, with as much outdoor play as possible. When writing, Year 1 pupils will be at desks, with 2m distancing in place. Lunch will be served in the same room on a rota. They will have access to their own toilets and they will be cleaned regularly throughout the day. Playtimes will be in the enclosed Class 1 area. They will have a set of equipment that will be wiped after use. Pupils are to wash hands before and after playtime, alongside regular washing throughout the day. The classroom and toys will be cleaned regularly by staff and antibacterial wipes will be used, particularly on electrical equipment such as iPads and laptops.

Childcare Daily Routine

Childcare children will enter, put items in the specified area and wash their hands. They will be cared for in the sensory room and will be reminded to keep a distance between themselves and friends. They will play outside as much as possible and playtimes will be in the area directly outside the sensory room and the school field. They will have a set of equipment that will be wiped after use. Lunch will be served in the dining room. They will have access to their own toilets and they will be cleaned regularly throughout the day. Pupils are to wash hands before and after playtime, alongside regular washing throughout the day. The room will be cleaned by staff and antibacterial wipes will be used, particularly on electrical equipment, such as iPads and laptops.

What will your child need to bring with them when they return to school?

- 1) A water bottle (clearly labelled with their name).
- 2) A waterproof coat/jacket or a sun hat (weather dependent). You will also find a sun cream letter attached - please complete and return it.
- 3) A packed lunch box if they are having packed lunch from home, though hot school dinners will be available. Please find the menus attached. Hot dinners can be booked on a day to day basis.
- 4) Their asthma inhaler, if necessary.


They should not bring pencil cases, bags, PE kits or any other equipment. They will have their own stationery set provided by school. Please do not bring in toys.

Children will not be expected to wear school uniform. Instead, please ensure they come to school wearing fresh, comfortable clothes that will also be suitable for P.E. lessons and outdoor activities. Leavers' hoodies are also welcome!

A final thought...

As key workers, many of our staff members have dropped off their own children at their local school. They have reported that social distancing had been adhered to with vigour in the first week but it has then tailed off as the weeks have gone on. If this happens at our school, we will be forced to reduce our numbers and enforce part-time schooling to limit social interactions. In essence, please don't. We need you to follow the rules until we update our guidance. We want to have a clear run at welcoming back children and this would cause us an unnecessary headache.

Yours sincerely



Suzanne MacDonald
Executive Headteacher

