



Welcome back to Ballard Year 6!

Dear Parents and Pupils,

We have been working hard to take the necessary steps to prepare the School for the children to make a happy and successful transition back to School. We understand that every child returning to School will have had a different experience of learning at home and our priority will be supporting them to readjust to School routines and social interactions with their peers and teachers, whilst taking every precaution we can to support everyone's wellbeing and safety. We expect children to only turn up for the days that they have already signed up for and not arrive on other days unless we are given 48 hours' notice. This is in order that we may have sufficient staff on site to supervise the children.

We aim to make School welcoming to help the children settle back securely but whilst following Government guidelines, there will inevitably be some changes to our normal routines, which are detailed below. These arrangements may be subject to change, depending what changes occur throughout the rest of the School.

How it will look

Year 6 will be grouped into one or two groups, each with a teacher supervising during any day. They will be kept independent from any other non-Year 6 pupils in School at all times; They will have exclusive use of separate assigned areas of the School, both inside and outside, making use of our beautiful school grounds. The curriculum will be delivered through online learning as it has been all term, as many pupils and teachers will still be working from home.

Normal school rules will apply (other than uniform).

Dates of Return

Monday 15th June

Monday to Thursday 8.30am to 1pm or 8.30am to 4.00pm

No School on Fridays

Drop off Arrangements

Please arrive promptly between 8.30am and 8.40am to drop off your child. We ask that only one parent / carer comes to School to drop off / pick up, please. Children should only be dropped off and picked up by their parent/ carer.

Drop off will be in the main car park. Please maintain the 2-metre social distancing rules at all times and please refrain from gathering in the car park after dropping off your child. Parents must not enter School buildings at any time.

You should report to the welcome area to the right hand side of the Fire Assembly area where your child's temperature will be taken and recorded on arrival at School using a remote infra-red thermometer. If your child's temperature is 37.8°C or greater, their

temperature will be checked again after a few minutes and if it is still high you will be asked to take them home immediately.

Pick up Arrangements

The children will come out at 1.00pm or 4.00pm to the designated area where they are dropped off in the morning. We recommend you stay in your car and please maintain the 2-metre social distancing rules at all times.

What to Wear

School uniform is not required to facilitate the wearing of **clean clothes every day**. Please wear something suitable and appropriate. If you are staying for sport on Monday or Wednesday afternoon, please arrive wearing something suitable for that. N.B. there will be no changing facilities available.

What to bring to School

You will need to bring a healthy packed lunch in a sandwich box/ bag with an ice pack to keep it cool and a named water bottle which can be refilled. Lunch will be outside and socially distanced. Please wash and sterilise the water bottles every evening. Remember the School's 'no nuts' policy and be mindful of this if using chocolate spread! Please also include something suitable for a morning snack.

Please bring all your own equipment which will be kept in your bag or designated work area. Please also bring a reading book.

You may bring, for example, a ball to use at break-time.

Suntan lotion.

No other items should be brought into School.

Classroom Environment

Year 6 will be based in the Senior IT suite and across the corridor in S10. Pupils should line up under the canopy remaining 2-metres apart, using the guides marked out on the floor. A one-way system is in place, and this will be explained with other guidelines each day on arrival.

The toilets in the Senior Block will be available, one pupil at a time.

The desks in the classrooms have been arranged as far from each other as possible and the teachers will remain 2-metres from the children. The children will be given a place where they will sit. They must not share resources.

A computer will be assigned to each pupil, or they may bring their own device to connect to the School network. They will also need headphones and a microphone to join in with the online lessons. Those pupils using their own device should ideally make sure it is fully charged in the morning, but also bring a charger with them.

The windows and doors will be opened to ensure good ventilation.

Break-times

Year 6 will be allowed to use the side of the upper playing field near the driveway, as well as the outside area by the Senior Block. Pupils should continue to adhere to social distancing guidelines at all times, whilst still having fun playing together.

Lunch

The children will eat their healthy packed lunches outside supervised by a member of staff. They will picnic outside when the weather permits or in the classroom. They will be reminded of the importance of not sharing food and drinks with their friends.

Hygiene

Hand sanitizers will be placed at the arrival point and at all the entrances and exits. Pupils should use these when they arrive at School, before and after eating and playtimes and at regular intervals throughout the day. Hand driers will be disconnected in the toilets so pupils must wash their hand for the recommended time of 20 seconds and dry them well with paper towels provided.

Good respiratory hygiene will be encouraged and children will be reminded to cough or sneeze into a tissue or their elbow.

Enhanced Cleaning

The whole Senior Block has been deep cleaned.

Classrooms will be thoroughly cleaned and professionally cleaned every evening, with particular attention to frequently touched surfaces.

PPE

Government guidance suggests that face masks in schools are not routinely recommended for adults or children but **may be worn**, and we would support this.

Responding to someone becoming unwell at School

If a child shows symptoms of Covid-19 whilst at School, the School Nurse will be contacted. They will be cared for in the isolation room, either with the School Nurse or other member of staff. Parents will be contacted to come and collect them immediately. The government advice below should then be followed <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Finally

It is vitally important that all pupils adhere to these guidelines. Any behaviour that might increase the risk of spreading the virus, will result in that pupil being asked to be collected – please refer to the Behaviour Policy addendum produced by Mr Marshall.

There will always be a member of the Pastoral Team available, based in the Chapel, and any pupil who would like to speak to them can arrange to do so when they are in school.

If you need to contact the school please use the following email address: reception@ballardschool.co.uk . Please do not call as messages may not be picked up.

Mr James Blake
Head of Upper Prep

