

Welcoming  
Back Your Children  
To Colmers Farm  
Primary School  
March 2021



Dear Parents /Guardians

You have worked miracles home schooling your children over the last two and a bit months. Thank you for everything that you have done. After what must seem like an eternity, we are delighted to be able to once again fully reopen our school to all of our pupils on 8<sup>th</sup> March and give you all a well-deserved break from the trials and tribulations of remote learning. We have really missed everybody, and we very much look forward to welcoming everybody back.

We understand that sending your children back into school can generate some anxieties, particularly when Coronavirus is still around. We want to reassure you though that, as always, we will do our best to look after your children. We have procedures and routines in place in school to make school as safe as it can be and we have followed all of the Government's updated guidance. We have a comprehensive risk assessment in place (available to view on our school website) and we are quite happy to answer any questions that you may have about what we are doing to keep your child/children safe.

Please note that the usual rules for school attendance return from the 8<sup>th</sup> March including:

- Parents' duty to secure their child's regular attendance at school;
- The ability to issue sanctions, including fixed penalty notices in line with local authorities codes of conduct and Birmingham's Legal Intervention Team guidance.

If a child is isolating, we do not expect them to be in school. If your child has been issued with a shielding letter, please provide a copy to the school office so that we can code your child's attendance accurately.

We have provided some key information for you in this booklet so that you can be ready for your child's/children's return to Colmers Farm Primary School. Please read this information carefully. We hope that you find this useful.

Thank you for your continuing support.

Yours sincerely

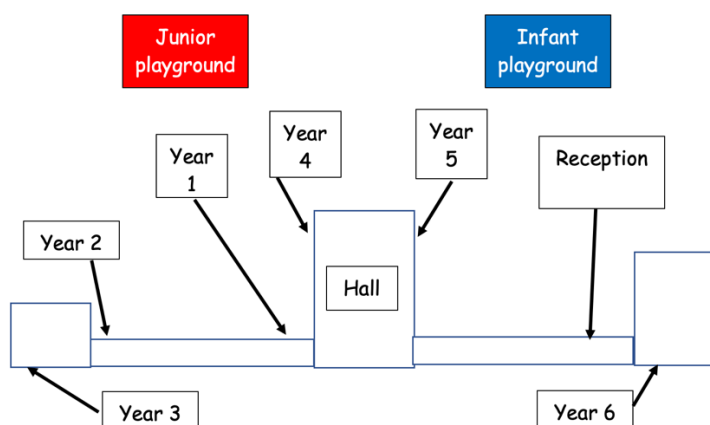
Mr Williams  
Headteacher



# Start and End of the Day

To help reduce the number of people on the playground, we are staggering the beginning and end of the days for different year groups.

	Arrival Time	Where?	Collection Time (Monday - Thursday)	Fridays ONLY (collection time)
Reception, Year 2, Year 4, Year 6	8:35 - 8:45	From their year group doors (see the map below)	3:20	12:00
Year 1, Year 3 and Year 5	8:45 - 8:55		3:30	12:10



- Only one parent/carers will be allowed onto the school premises with their child/children. We have asked staff to challenge families who do not follow this.
- We request that all parents (unless they have an exception) wear a facemask whilst on school premises.
- Please observe the 2 metre social distance rules at all times.
- When you arrive at school, we recommend that parents enter the school grounds via the gate by Rubery Nursery. This will ensure maximum social distancing.



- You will wait in a line by the entrance doors, just like at the supermarkets. Our staff will welcome children into school one at a time and the line will move as this happens.



- At the start/end of the day we ask all parents to stand well clear of exits from the school building.
- If you have children with two different start times, please bring both children to school at the earlier start time. Both children can enter school through the one door. Please collect both children from the later time at their own doors.
- Please keep clear of any entrance and exit gates. This will allow families to move through these areas more freely.

## Breakfast Club

From Monday 15<sup>th</sup> March, we will be reopening our breakfast club provision. As per Government guidance, your child should only access this provision if this is necessary to support you to work, seek work, undertake education or training, attend a medical appointment or address a medical need or attend a support group. We are unable currently to fully reopen this as we need to keep this bubble small, as we will have to mix children from different year group bubbles within this.

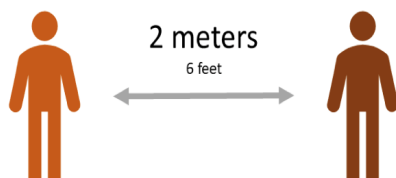
Breakfast club will run from 7:35 to 8:35 each day and will cost £1 per day.

If you would like to book a space for your child in this, please contact the school office.

## Contact with Staff

If you need to speak to a teacher in school, please leave a message via telephone: 0121 716 0444 or email [enquiry@colmersfarm.excelsiormat.org](mailto:enquiry@colmersfarm.excelsiormat.org). They will then contact you when they are available.

If you need to speak to the office staff, please do so via telephone. If this is not possible, we will operate a one-in-one-out system in the office reception area at the front of school. Please observe social distancing whilst waiting.



## School Uniform

Children are required to wear their full school uniform. This includes the appropriate black shoes and ties for Years 5 and 6. Please see the uniform section on our school website for guidance.

When children have their PE days, they may come to school dressed in their full PE kits. Please provide kit which is suitable for outdoor PE. See the table below.

Year Group	PE Day	Year Group	PE Day
EYFS	Tuesday	Year 4	Thursday
Year 1	Monday	Year 5	Thursday
Year 2	Wednesday	Year 6	Wednesday
Year 3	Tuesday		

## Washing Hands and Respiratory Hygiene

Hand sanitisers or warm water and soap will be available in every classroom and hand sanitisers are located at each entrance to the school.

Staff and children will clean their hands upon entry to and exit from the school. They will also clean their hands before and after break and lunchtimes.



It would be helpful if you could remind your children about the importance of washing hands and the catch it, bin it, kill it message. Tissues will be available in all classrooms.

# 'Bubbles'

In line with government guidance we will still be operating year group 'bubbles' across the school.



- Children will stay in this bubble for the whole day, including during break times i.e. they will not share a play area with another year group. Playtimes and lunch times will be staggered and/or in different parts of the school grounds so bubbles will not mix.
- Staff members may move between bubbles but we will try to keep this to a minimum.
- Children will be sat in rows to minimise the spread of any virus.
- The children will use their own stationery (provided by the school) throughout the day.
- Learning spaces will be well ventilated and regularly cleaned.



## Water Bottles

Children will need to bring their own filled water bottles from home as the school's water fountains will still not be being used during this period.

## Social Distancing

Although we will remind children about trying to ensure social distancing during the day, this cannot be guaranteed in a primary school and this is recognised in the Government's guidance. It would be helpful if you could talk to your children about social distancing before they arrive at school.

Children who deliberately use a lack of social distancing to threaten and therefore endanger other members of the school community, will be dealt with in accordance with our school's behaviour policy.

# Cleaning

A cleaner will be onsite during the day to ensure that all toilets and other areas, including high touch areas, are regularly cleaned.

# Facemasks

Government advice states that children in primary schools do not need to wear a facemask whilst in class. Staff (unless they have an exception) are expected to wear a facemask/visor when moving around school and may wear one whilst teaching.

# First Aid and Intimate Care

- First aiders, if required, will treat injuries wearing appropriate PPE.
- Staff members, who support children requiring intimate care (i.e. children who soil themselves), will wear PPE when carrying out this duty.
- If a child becomes unwell in school and shows any symptoms of COVID 19 they will be put into isolation in a separate room and the parent/carer will need to collect them immediately. They will be advised to go for testing immediately.
- Please ensure that Colmers Farm has your most up to date telephone number.

# Help at home

Please remember that even though your children are back at school, there is so much you can do to support your children at home, after all you are all now experts on this. Even something like listening to a children read 5 times a week or reading a story to them regularly leads to children developing their literacy, self-regulation and social emotional skills faster than children who do not receive this.



We also have a range of online programs online for children to use including Mathletics, spelling shed, accelerated reader and myON.



# Isolating Children

If your child has to isolate due to coronavirus, please let the school know straight away. We will then set them online or paper-based homework for them to complete at home.

If any bubbles do have to close, we will immediately switch back to Tapestry (for EYFS) and Google Classroom lessons (for Years 1-6).

See our blended learning offer on our school website for more details.

## Government Advice

Please note that we adapt our procedures within this booklet and the school's risk assessment based upon current updated Government advice.

## Please Note:

Colmers Farm Primary School will undertake all measures possible to prevent the spread of infection. Unfortunately, even with all measures put into place, the school/Excelsior MAT cannot guarantee 100% that any school site, or persons upon the site are COVID free. Nor can we guarantee that we can fully maintain social distancing between the children and adults within each group.