

Memo to Parents of children in phased return to school

30th May 2020

Dear All,

With our letter of 21st May and the Guidance Plan there has been a good deal of information given out to both you and staff returning to school, so we felt a short *aide memoire* would be a useful addition as you gear up, with some reminders:

ATTIRE

- Home clothes to best facilitate the washing of clothes on a hot wash each evening.
- The disinfecting and wiping down of shoes each evening.
- The wearing of casual clothes and trainers, no changing of shoes or clothes available.
- Changing rooms shut off.

EQUIPMENT

- Bring your own water bottle each day.
- Bring your own tennis racket and cricket kit (if you have it/them) which will have to be left at school. It/they can't go home each day.
- Stationery can be brought in, (calculator etc) if kept separate but no digital devices.
- A musical instrument can be brought for practise or lessons, but cannot be shared.
- The Music School is shut off.
- The school will provide snacks and packed lunches so no home food please.

ENTRY AND EXIT

- 'Kiss and go': parents of key workers and Year 6 should drop off in the driveway outside The Link and then drive away. The main car park is out of use. Parents should not leave the car.
- Drop off between 8.30am and 8.45am NOT before, please.
- Pick up from 4.15pm 4.30pm. Parents should pull up outside Headmaster's office and wait for your son/daughter to be walked to you from the Putting Lawn. All pupils will be out at the same time so there should not be congestion on the drive.

SUPERVISION

- Children will be given a tour of our protocols and the site to which they pertain.
- It will be remote learning for all in this social bubble so there will be one or two members of staff with the children at ALL times. The extent to which they can 'help', as teachers naturally tend to do, is going to be compromised since supervision is the main responsibility.
- The classroom is set up with social distancing in place and the procedures for using the toilets or leaving the room are on a 'one at a time' basis, controlled by a member of staff.

CONTACT

- Staff will be in touch within the school via walkie talkie, phone and email.
- Parents can phone the office as it will be manned at all times.
- Staff 'outside' these bubbles (HM, the Deputy Heads, the school office team, Mr Lloyd-Peck, matron, groundsmen and cook) will be in face masks or visors (strictly observing social distancing) so please don't be alarmed on Monday.