



Thursday, 27th August, 2020.

Dear parents and carers,

I hope this letter finds you all well and happy after the Summer break. The staff at Moorpark are so looking forward to having all the children back to school again next week. The letter below is reminder of the information we provided at the end of term with further updates on reopening. Please read it all again to be sure of the arrangements for our opening to be as safe as possible for everyone.

As you are aware, the Government have outlined their plans to ensure that **all children are back to school in September, attendance will be compulsory**. If your child is absent from school you must call the school office, as usual, to report your child's absence.

What day and time will my child start?

To support the smooth transition of our children back to full time school, we will be phasing year groups back over the first few days. (see the table below for your child's start date) We will return to have our usual classes of 30 children. However in order that we can minimise any risks we will continue to use the bubble concept meaning that children will only work and socialise within their year group at all times of the day. We will make sure that children from different year groups / bubbles will be kept separate, as much as possible, to decrease everybody's risk of infection during the school day, especially during break and lunch times.

As always, the safety of our children and our families are of paramount importance. In line with the guidance, we need to stagger the times of children entering and leaving school. We have carefully considered how we can implement this safely at Moorpark Junior School and here is a reminder of the new start and finish times for September that we shared with you at the end of term. (see next page for the table)

We have ensured that there is no loss of learning time for our children. If they are starting school at a later time they will also be leaving at a later time. To aid settling in and getting used to the new routines we will return in phases.

Year Group	Start Day	Start Time	End Time
YEAR 3	Thursday 3rd September	8:30am	2:40pm
YEAR 4	Tuesday 8 th September	8:40am	2:50pm
YEAR 5	Tuesday 8 th September	8:50am	3:00pm
YEAR 6	Monday 7 th September	9:00am	3.10pm

How will I know where to go to get to class?

- Entrances and exits will also be clearly signposted around the site to help you in the first few days– please follow the instructions. (see the site plan at the end of this letter)
- If you have more than one child attending the school then please drop all of your children off at the first child's drop off point and time and pick them up from the last child's drop off point and time. E.g. If you have a child in year 3 and Year 5, both children will be dropped off at 8.30am at the Y3 drop off point and picked up from the Year 5 pick-up point at 3.00pm.
- Year 6 pupils must be accompanied by an adult on the first day and until a completed signed parent or carer consent form is returned to school. (your child will be provided with a form on their first day)
- **It is absolutely essential that you arrive at the exact stated times.** If you arrive earlier, you must wait away from the school grounds. **If you are late, you will have to come to the main office to pick up your child.**
- Should you have siblings at the Infant school too and your times are the same, it has been agreed that you will take your junior child first in the morning and the infant child second. At the end of the day please pick up your infant child first and your junior child second.

What about parents and carers on the site?

- **It is absolutely essential that you adhere to social distancing rules** when waiting to collect your child at their pick up points. Please consider other people around you. You should leave the site as soon as your child has come out to you.
- We will respectfully ask that you remain 2m back from staff if you need to speak with them. Remember you can always make a telephone appointment or call the office with any messages for your child's teacher.
- **Only one parent or carer should drop off or collect children from school.**

What if need to speak to someone or collect something from the office?

- Please DO NOT enter the school office unless absolutely essential, please telephone if you need to speak to somebody or if you need any information or help with anything.
- If your query can't be answered or you would like to speak to a certain person then you can make an appointment for a telephone meeting.
- If you do enter the school office (by prior arrangement) it is essential that all visiting adults wear a face mask.
- If you need to collect uniform before the start of term, telephone and arrange a time to collect it
- Please sign up to the parent pay system as soon as possible if you haven't already done so. Telephone the office if you need any help with this.

What does my child need to bring to school?

- Pupils will only need to bring their reading book and diary, coat and lunch box if required into school. Book bags are fine but no large bags or any other equipment will be permitted.
- Children will **NOT** be wearing face masks
- School uniform will need to be cleaned regularly.

What do I need to know about clubs?

- Unfortunately, we are unable to provide a breakfast and after school provision but we will be reviewing this regularly and we will stay in touch regarding this matter.
- After school clubs will **not** be running in September until further notice.
- We will provide magic breakfast bagels to all children in every classroom at the start of the day.

Please find below a summary of classes and teaching staff for September:

Current Class	September 2020 class	Teachers and support staff
2M – Jackfield Infant School	3R	Mrs Rodgers, Mrs Gillon and Mrs Dale
2H – Jackfield Infant School	3MG	Mrs Mills, Mrs Gibbons, Miss Slack and Mrs Rogerson
3R	4L	Miss Loaring, Mrs Lockett and Miss Irving
3L	4P	Mrs Payton, Mrs Davis and Miss Matthews
4L	5S	Miss Shaw, Mrs Ward and Mrs Potts
4MP	5F	Mrs Fox, Mr Rutter and Miss Rigby
5S	6H	Miss Holdcroft, Mrs Davies and Mrs Hazeldine
5F	6R	Mrs Rooney, Miss Blando and Miss Poole

What else do I need to think about to keep my family and everyone else safe?

- If you did manage to **travel abroad** please let us know where you have travelled to if it has been in the last 14 days , please contact the school office on 01782 234440 on Tuesday 1st September, so that we can discuss this with you.
- We are also asking you to inform us if you or anyone in your household has been tested or asked to isolate by the **track and trace** system in the last 14 days.

This will all help to ensure that everyone remains as safe as possible. I know there is such a great deal of information here, thank you for taking the time to read it, over the next week, we will keep sending you some shorter reminders and further help information but PLEASE do not hesitate to call or email the school on Tuesday, 1st, September , if you have any questions.

Thank you all for your patience and ongoing support, we look forward now with great optimism that school life can return to as near normal as we can possibly make it.

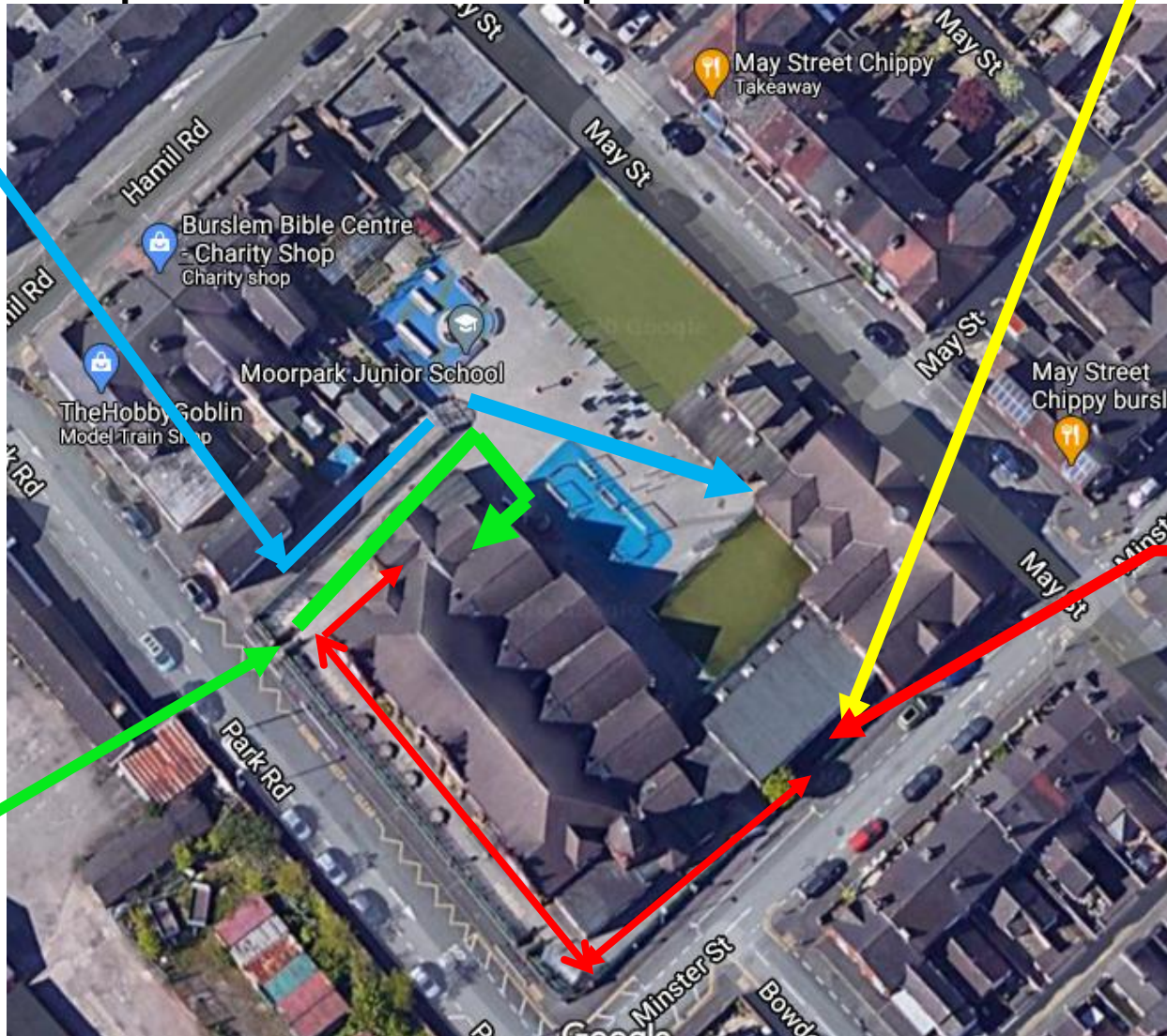
Yours sincerely,

Mrs Peters.

(Headteacher)

Moorpark Junior School

September 2020 Year Group Entrance and Exit Site Plan



Year 5

Big double blue gates to Y5 door

Entrance 8:50am

Exit 3:00pm

Year 3

Single gate on Park Road to Y3 door

Entrance 8:30am

Exit 2:40pm

Year 6

Main office on Minster St

Entrance 9:00am

Exit 3.10pm

Year 4

Gate by office – walk inside school fence to the year 4 double doors

Entrance 8:40am

Exit 2:50pm