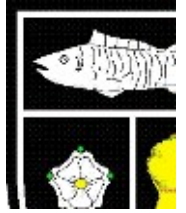


# ELVINGTON CHURCH OF ENGLAND PRIMARY SCHOOL

*'Working Together We Can All Achieve Success'*

Dauby Lane, Elvington, YORK. YO41 4HP  
Tel: 01904 555280

E-mail: [office@elvingtonprimary.org.uk](mailto:office@elvingtonprimary.org.uk) [twitter@ElvingtonCE](https://twitter.com/ElvingtonCE) [www.elvingtonprimary.org.uk](http://www.elvingtonprimary.org.uk)  
Headteacher – Mr. Andrew Buttery BA (HONS), PGCE, NPQH



Monday 22<sup>nd</sup> February 2021

Dear Parents/Carers,

The information below will give you an overview of the measures we have put in place for full opening from Monday 8<sup>th</sup> March 2021. The plan is subject to any policy amendments from DfE, however, I wanted to give you as much information as possible following this afternoon's announcement. I would like to reassure you that the protective measures that we employed successfully in the Autumn Term will continue to be in place when all children return later this term:

### **Staggered drop off and collection times:**

- Class 1 pupils to arrive between 8.10am and 8.20am. To be collected between 2.30pm and 2.40pm.
- Class 2 pupils to arrive between 8.20am and 8.30am. To be collected between 2.40pm and 2.50pm.
- Class 3 pupils to arrive between 8.30am and 8.40am. To be collected between 2.50pm and 3pm.
- Class 4 pupils to arrive between 8.40am and 8.50am. To be collected between 3pm and 3.10pm.
- Class 5 pupils to arrive between 8.50am and 9am. To be collected between 3.10pm and 3.20pm.

Children will enter and exit school through the standard entrances/exits for their year groups. Parents/Carers are encouraged to adhere to these times, **with a preference for the earliest possible listed time for their year group**. Please see the attached information sheet explaining how our drop off and collection arrangements will be implemented...

**Staggered break times (including lunch), so that all children are not moving around the school at the same time.**

### **Class 1 pupils to have the following break times and lunch:**

Morning break - 10.00am to 10.15am (split from Class 2)

\*Lunch – 11.20am to 11.40am (in the hall). Followed by 40 minutes on the playground or field – split from Class 2.

Afternoon break – 2pm to 2.15pm (split from Class 2)

### **Class 2 pupils to have the following break times and lunch:**

Morning break - 10.00am to 10.15am (split from Class 1)

\*Lunch – 11.40am to 12.00pm (in the hall). Followed by 40 minutes on the playground or field – split from Class 1.

Afternoon break – 2pm to 2.15pm (split from Class 1)

“I have come in order that you may have life – life in all its fullness.” John 10:10

**Class 3 pupils to have the following break times and lunch:**

Morning break - 10.20am to 10.35am

\*Lunch – 12.00pm to 12.20pm (in the hall). Followed by half an hour on the playground or field – split from other classes.

**Class 4 pupils to have the following break times and lunch:**

Morning break - 10.40am to 10.55am (split from Class 5)

\*Lunch – 12.20pm to 12.40pm (in the hall). Followed by half an hour on the playground or field – split from other classes.

**Class 5 pupils to have the following break times and lunch:**

Morning break - 10.40am to 10.55am (split from Class 4)

\*Lunch – 12.40pm to 1.00pm (in the hall). Followed by half an hour on the playground or field – split from other classes.

\*Children to queue at the marked intervals and to be seated in the hall (minimising contact and mixing).

The children’s classrooms will be arranged as previously in the Autumn Term. This will result in pupils sitting side by side and facing forwards, rather than face to face or side on. Please see the pictures below:



Children will use toilets allocated to their group/bubble – these will be the closest possible toilets to each of the aforementioned classrooms.

**Breakfast Club will continue to operate between 7.45am and 8.45am.** This will be held in a partitioned hall (to maintain the integrity of teaching bubbles).

No school based after-school clubs will run in the remainder of the Spring Term. Additional information about Elvington out of School Club will be provided by Mrs. Sue Challis in due course...

The school kitchen will fully open from Monday 8<sup>th</sup> March.

“I have come in order that you may have life – life in all its fullness.” John 10:10

**It is still recommended that children limit the amount of equipment they bring into school each day, to essentials such as lunch boxes/snack, hats, coats, PE kits and reading books. Please ensure that your child/ren only bring the aforementioned items into school.**

Due to the challenges presented by COVID-19, children may be experiencing a range of emotions such as anxiety, stress or low mood, so it is vital that we work quickly and effectively to identify these pupils and put the appropriate support in place. We will continue to implement the provision of pastoral and extra-curricular activities to:

- Support the rebuilding of friendships and social engagement.
- Address and equip pupils to respond to issues linked to COVID-19.
- Support pupils with approaches to improving their physical and mental wellbeing.

Ventilation continues to be an important factor - windows and classroom doors (internal and external) will be left open as much as possible to aid ventilation. Elvington's teachers are planning lots of outdoor learning activities; therefore it is essential that the children come suitably dressed for all weather possibilities.

Please remember that children can wear additional clothing (fleeces or extra sweatshirts) over the top of school uniform. An Elvington branded fleece can be purchased via this link: <https://school-shop.co.uk/product/navy-blue-fleecejacket-elvington-ce-primary-school/>. However, please don't feel that a branded fleece is essential.

I would like to continue to ask parents and carers to wear a face covering when dropping children off and then collecting them at the end of the day.

Although we have staggered start/finish times and a one-way system, it can still be busy outside of school. Face coverings will further help to keep everyone safe during this period. Of course, if there are valid reasons why face coverings cannot be worn, these will be respected.

Please ensure that you adhere strictly to the time slots allocated for drop off and collection times. Older siblings can continue to be dropped off at an earlier time, as long as this fits within the younger child's time slot. These older children will then wait in our covered outdoor waiting area, until their bubble enters the building. This is in order to ensure that bubbles do not mix during these periods.

Please leave the area as quickly as possible when you have dropped off or picked up your child/ren. As a continued safety measure and to play our part in helping to reduce transmission of the virus, I would like to remind you that in the event of queueing, parents and carers should leave a clear two metres distance. The aforementioned is supported by the semi-permanent markings and one way system on the pavement of our Elvington Lane entrance.

Children should continue not to wear a face covering when entering/exiting the school site. Please ensure that your child/ren do not bring face coverings into school.

Children should be collected by their own parents/carers, unless this is part of a child care/support bubble arrangement, or the child has permission to walk home.

I realise that this timetable is still not without complications and will present challenges compared to the pre-lockdown running of our school. However, it is the most effective model that fulfils Governmental expectations. I will be watching the unfolding narrative regarding the full opening of schools and will continue to keep you as up to date as possible.

I would like to reassure you that through these challenging and uncertain times, we will continue to do all we can to support our families.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A. Buttery', enclosed within a thin black rectangular border.

Mr. Andrew Buttery