



Phoenix Primary School

Marlborough Grove
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Headteacher: Mr Simon Assig

Wednesday 24th February 2021

RE: All Children returning to school - Monday 8th March 2021

Dear Parents/Carers,

I am sure many of you are now aware that the government have announced that all schools are to re-open to all pupils from Monday 8th March 2021.

Within the contents of this letter, I feel it important to provide you with a reminder of some of the key information that was previously sent, as well as further information that has evolved in the latest guidance. If you have any questions, or are not sure about any of this information, please do not hesitate to contact the school office via phone or email.

In preparation for the school re-opening the school will not be providing 'live' online lessons on Friday 5th March 2021. Teachers will still prepare resources and learning activities for children to engage with on this date, which can be accessed through Microsoft Teams.

- **Children's start and finish times:**

Please find the following information in regards to start and finishing times per year group. It is essential that parents/ carers stick to the following times in order to maintain social distancing and ease of flow through the school grounds.

Year 3, Year 5 & Year 6: Phoenix Upper Site

Year Group:	Start Time:	End Time:
Year 3	9:00am	3:00pm
Year 5	9:15am	3:15pm
Year 6	9:30am	3:30pm

Year 1, Year 2 & Year 4: Phoenix Lower Site - Rolls Road Gate

Year Group:	Start Time:	Finish Time:
Year 1	9:00am	3:00pm
Year 2	9:15am	3:15pm
Year 4	9:30am	3:30pm

Nursery & Reception: Phoenix Lower Site - Marlborough Grove Gate

Due to the length of time that Nursery children have been away from school, we intend on planning a transitioned start for all our Nursery children. This settling in period will consist of:

Monday 8th March: 9:00am – 11:00am

Tuesday 9th March: 9:00am – 1:00pm

Wednesday 10th March: 9:00am – 3:00pm



Reception children will return to school full time from Monday 8th March 2021 but accommodations for individual children who may struggle starting back will be taken into consideration.

Please see below for the start and finish times, after the Nursery has completed the settling in period:

Year Group:	Start Time:	Finish Time:
Nursery	9:00am	3:00pm
Reception	9:15am	3:15pm

Multiple Children in Different Year Groups:

If you have two or more children on the Lower Site then please use the entrance gate and start and finish time of your youngest child. If you have two or more children across both the Upper and Lower Site, then drop the child(ren) with the earliest time off first and then drop the next child(ren) off.

- **Parent/ Carer on site**

At no point should any parent/ carer enter the school building, unless specifically instructed to by a member of staff. Masks should be worn by adults, unless this is not possible for health reasons. Hand sanitizer will be available at each gate to use.

Please try your best to arrive at school at your dedicated time and gate. If you happen to arrive early, please form a queue next to the boundary wall with a 2m gap between each family. At the start of the day, please ensure you head straight to your child's dedicated room, drop them to their class and leave the school site as quickly as possible.

At the end of the day, please enter onto the school premises to collect your child at the allotted time. Please ensure you keep a 2m distance from another parent/carer. In the same way as at the start of the day, please do not delay in leaving the grounds as quickly as possible.

- **Attendance**

It has now been stated that attending school is compulsory so it will be anticipated that your child will attend school for five days per week. If for any reason your child is not coming to school, then you must contact the school to explain the child's absence. I can fully appreciate that sending your child back to school may cause a mixture of emotions and I hope the details in this letter illustrate how we intend on doing our best to keep all children as safe as possible.

- **Illness and Covid-19 Symptoms**

It is important that you keep regular checks of your child's health, as I am sure you are already doing. Key signs for Covid-19 remain as high temperature and/ or a new continuous cough and/ or a loss or change of sense of smell or taste. If your child is unwell or presents any of these symptoms then please do not send your child into school. If your child or any members of your household show any symptoms of Covid-19, you are all to self-isolate for 10 days. You should also seek to get tested at the earliest opportunity. Please ensure you contact the school office to inform us as soon as possible of any confirmed cases of Covid-19 in your household.

Any confirmed cases of Covid-19 will still result in a child's class being sent home to self-isolate for ten days. In this instance, online learning will resume for your child's class via Teams.



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- **Early Collection of Children/ Late Drop off**

In order to minimise the movement throughout the school, we will only be allowing early collection of children in exceptional and unexpected circumstances. Please be sure to make appointments outside of school hours – taking into consideration travel time. It is also imperative that all families do their best to get to school at their allocated time slot. We must work together to ensure we ease flow into and out of the school and this can only be achieved by every parent/ carer playing their part.

- **Laptops**

If you have borrowed a school laptop, please be reminded that this needs to be returned on the first day back on Monday 8th March 2021. Children should bring the laptop into their class with them, where they will be collected.

- **Resources**

Please ensure your child attends school with a water bottle. Only water is permitted in school – no juice, squash or fizzy drinks. Water fountains will not be available for pupils to use at this time. There will be opportunities for children to fill up their water bottles throughout the day.

The school will be providing stationery and equipment for each child. The school is fully stocked with antiseptic wipes to ensure additional hygiene is in place. Classroom resources will be cleaned regularly and before being given to another class to use. Reading books will be monitored to make sure children do not pass these between classes unless cleaned and left for 48 hours.

- **School Office**

The school office still remains physically closed to all parents/ carers except for emergencies only. Please only visit the school office if absolutely essential. Please continue to email or phone the school if you require assistance.

- **The Curriculum**

I would like to thank all the parents/ carers who have supported their child with online learning. Teachers and TAs have done an incredible job to ensure that the children have had plenty of opportunities to continue their learning online. Teachers will continue to build on this learning that has taken place remotely when their classes return to school. Children will still get the opportunity to learn across all aspects of the curriculum but we endeavour to make sure that children reach their potential initially in the core aspects as a priority.

- **School Lunches**

The school will resume its procedure for rotating hot lunches and packed lunches per day. Please see below the days that hot lunches will be served to your child:



Monday	Tuesday	Wednesday	Thursday	Friday 19 th March	Friday 12 th / 26 th March
R Flamingo	Nursery	R Flamingo	Nursery	R Flamingo	Nursery
R Bluebird	Y2 Hawk	R Bluebird	Y2 Hawk	R Bluebird	Y2 Hawk
R Starling	Y2 Skylark	R Starling	Y2 Skylark	R Starling	Y2 Skylark
Y1 Cuckoo	Y2 Firecrest	Y1 Cuckoo	Y2 Firecrest	Y1 Cuckoo	Y2 Firecrest
Y1 Puffin	Y4 Parrot	Y1 Puffin	Y4 Parrot	Y1 Puffin	Y4 Parrot
Y1 W'pecker	Y4 Peacock	Y1 W'pecker	Y4 Peacock	Y1 W'pecker	Y4 Peacock
Y1 Swan	Y5 Partridge	Y1 Swan	Y5 Partridge	Y1 Swan	Y5 Partridge
Year 4	Y5 Kestrel	Year 3	Y5 Kestrel	Year 3	Y5 Kestrel
Y4 Pelican	Year 6	Y4 Pelican	Year 6	Y4 Pelican	Year 6
Y4 Eagle		Y4 Eagle		Y4 Eagle	
Y5 Falcon		Y5 Falcon		Y5 Falcon	
Y5 Nightingale		Y5 Nightingale		Y5 Nightingale	

- **Parents' Evening**

Parents' Evening was due to take place on Tuesday 30th March 2021. Due to the school closure, this date will be postponed until Tuesday 25th May 2021. More information will be provided to you nearer the time as to how this will take place remotely.

- **Child Well-Being and Mental Health**

At school we fully anticipate that some children will very much look forward to returning to school and the benefits this brings to them personally and academically. We also are aware that some children may find the return to school quite daunting. I would like to reassure parents/ carers that your child's well-being is paramount to the work that we do in school. We will ensure that we will do all we can to make the transition back to school a success. We will draw upon the range of professionals available both internally and externally to support any child who requires it upon their return to school.

- **Finally...**

I am really looking forward to welcoming your child back to school. We fully appreciate this second lockdown has not been easy for many of us and it is important that we work together in positively moving forward to provide all children with their right to an education. Whilst many aspects of school life might still be different, all staff are here to assist and help in the best way we can. Please make sure you contact us if there is anything we can do to support you or your family during this time.

Once again, I would like to thank so many parents who have sent such positive messages about the remote learning. I fully appreciate how hard everyone within our school community has worked to keep children learning. I know that this will hold children in an excellent stead as they return to school.

Yours sincerely,

Mr Assig
Headteacher