



Phoenix Primary School

Marlborough Grove
London SE1 5JT

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Headteacher: Mr Simon Assig

Wednesday 2nd September 2020

RE: New Academic Year Information

Dear Parents/Carers,

I hope that you have all had a happy and healthy summer holidays. As we are now in September, I thought that I would write to you prior to all children returning back to school for the new academic year on Thursday 3rd September. Last academic year was one that we most certainly won't forget – and much work has taken place in school in order to make sure we can do all we can to ensure that children transition back into school happily and safely.

Within the contents of this letter, I feel it important to provide you with a reminder of some of the key information that you were sent prior to the summer holidays, as well as further information that has evolved since we broke up back in July. 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.

- **New class and teacher information:**

Please find below the details of your child's next class and class teacher for this academic year:

Previous Class:	New Class:	New Teacher:
R – Flamingo	Y1 – Cuckoo	Ms Yau
R – Swan	Y1 – Puffin	Mr Crick
R – Starling	Y1 – Woodpecker	Mr Alcalá
R – Bluebird	Y1 – Swan	Ms Farrow
Y1 – Puffin	Y2 – Hawk	Ms Ernst
Y1 – Woodpecker	Y2 – Skylark	Ms Evans
Y1 – Cuckoo	Y2 – Firecrest	Ms Day
Y2 – Skylark	Y3 – Penguin	Ms Chapman
Y2 – Firecrest	Y3 – Owl	Ms Miah
Y2 - Hawk	Y3 – Finch	Ms Choi
Y3 - Owl	Y4 – Pelican	Ms Calder
Y3 - Kingfisher	Y4 – Eagle	Mr Bawuah
Y3 – Penguin	Y4 – Parrot	Ms McLeod
Y3 – Finch	Y4 – Peacock	Ms Weavers
Y4 – Parrot	Y5 – Falcon	Mr Mini
Y4 - Eagle	Y5 – Nightingale	Ms Meredith
Y4 - Pelican	Y5 – Partridge	Mr Zerhoui
Y4 - Peacock	Y5 – Kestrel	Ms Cox
Y5 - Partridge	Y6 – Hummingbird	Ms Stephenson
Y5 - Kestrel	Y6 – Lark	Ms Downes

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

Please be reminded that children entering into Year 3 will now be transitioning to the Upper site. Children entering into Year 4 will stay on the Lower Site. This decision was made due to the space and classrooms available across both school sites and the varying forms of entry.

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

In September, the larger gate on Marlborough Grove will be used to allow the new Year 3, Year 5 and Y6 children into the site at the beginning of the day and out of the gate at the end of the day.

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

If your child is moving into Y1, Y2 or Y4 – I ask that you please use the Rolls Road gate from September 2020 at the beginning and end of the school day – to drop off your child and also exit from this 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

Information for children starting Nursery and Reception has been sent separately to all children in these year groups. Please be sure to read the letter which will provide start dates, settling in periods and times. Please contact the school office if you require your individual dates and times given to you.

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. We are willing to be flexible with multiple children and will work together with you to avoid congestion as much as possible at these busy times.

- **Parent/ Carer on site**

At no point should any parent/ carer enter a 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 should you wish.

Please try your best to arrive school at your dedicated time and gate. If you happen to arrive early, please form a queue leading up 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. On the first day, school staff will be able to direct you to your child’s new classroom. The idea is to try and keep numbers of people on the school site to a minimum, as much as possible. Any communication that is needed with a teacher/ TA can be emailed via the school office. Usually at the start of the new school year, we congregate in the main playgrounds and lead children to their new class. Due to avoiding this mass gathering, we will assist you and your child find their new classroom directly.



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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 from September 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 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 loss 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 14 days. You should also seek medical advice, as testing is now fully underway and it is the school's full expectation that children/ adults who show symptoms will go and 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.

- **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 on 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.

- **Resources**

Please ensure your child attends school with a water bottle. Water only 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 per 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 unless in 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**

Much work has taken place over the summer in order to take into consideration the learning that has not taken place due to children not being school for a significant period of time. Teachers within the school have worked hard to adapt our curriculum in order to ensure that key topics that are essential to children's ongoing development are addressed over the coming Autumn term. There will be a strong focus on reading, writing and number work in maths, as these are essential to the underpinning of the rest of the curriculum. 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 these core aspects as a priority.

Teachers will very quickly get to know each child within their new class and assess where they are within the first few weeks of term. Through grasping your child's current level will mean a more individual plan will be able to be put into place to ensure that children are able to catch up as best as possible.

Teachers will be happy to up-date you with any key information you may want to pass onto them regarding your child's learning. Similarly, teachers will be updating you with the work that is taking place in the classroom so we can continue to work together in order to get children back on track.

- **Finally...**

I am really looking forward to welcoming your child back to school. We fully appreciate the pandemic 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, and for your continued support.

Yours sincerely,

Mr Assig
Headteacher