

## Cottingham Church of England Primary School

Berryfield Road  
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LE16 8XB

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Headteacher: Mr Ashley Scott  
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Monday 6th September 2021

Dear Parent/Carer,

### September 2021 Update

Please find below further details regarding our much-anticipated return to school for **all** pupils from Monday 6<sup>th</sup> September. I have sent this update to you at this time at the point that I was sure that no last-minute changes would be made by the government as with previous returns to school. The staff and I have been busy this week ensuring that the school is a safe environment ready for the return of 137 children and staff. We have discussed teaching and learning, curriculum planning, safeguarding, well-being and health and safety and are ready for your children. I mentioned to the staff that although this will be my fifth year at Cottingham, it feels like my first as I am just as excited as I was then! I am looking forward more than anything to our first whole school, collective worship in the hall on Monday. It will perhaps be quite an emotional experience and one that we have not taken part in since March 2020! I also look forward to inviting a small number of parents/carers to our first Friday celebration worship on Friday.

Although the public health picture is far more positive at the moment, it remains important that we continue to take the necessary steps to reduce and mitigate any risks within our school. We will continue to risk assess and refresh the system of controls to reduce the risk of transmission of Covid-19 at Cottingham C of E Primary School. For example, we will be maintaining our cleaning procedures as these surely had a positive impact on preventing the spread of more common illnesses that we are more accustomed to and resulting in a 97% attendance for the school year just gone. I would ask that you all adhere to and continue to follow both our own and the latest government rules and procedures as you have done so in the past. Hopefully no changes to our routines will be necessary but we all now know that this could well be the case.

For Monday, we have carefully planned our return to school with the well-being and happiness of the children at the forefront of our thinking once again. A full curriculum will be taught from day one and I know that our children will respond with enthusiasm in all subjects. PE will most certainly start from Monday as we are keen to get the children active as soon as possible. At the end of the last term, children were assessed in a number of subjects and gaps in learning have once again been looked at and will be addressed from next week. I am very pleased to say, that despite the uncertainty of the recent years, much progress has been made by the children and in some cases their progress has surpassed our expectations.

The information provided below is similar to what has been provided for our return to school previously. Along with the class news that has been sent out I hope that it will provide you with answers to some questions that you may have. Please do read carefully as there will have been many changes to previous correspondence.

### Attendance

Our revised planning and risk assessing has all taken place to allow **all** children to return to school safely from Monday September 6<sup>th</sup>. It is expected that your child (Year 1-6) will return to school on Monday unless they have a valid reason for not doing so. If any child (or adult) is displaying the symptoms of Covid-19, they must remain at home and isolate

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according to the latest government information or until a PCR test proves negative. We would also support and encourage full participation in the 'Track and Trace.' Our new starters will begin in Willow from Weds – Fri for a morning session.

- ***Please note that children and staff are now ABLE to attend school if a family member/someone they live with has received a positive test, is a close contact with a positive test and do NOT have symptoms or feel unwell themselves. As always, if you are unsure please call the school office or email me directly.***
- ***It is no longer the responsibility of schools to notify others who are deemed as 'close contacts' of someone testing positive. A whole class will hopefully not have to isolate as per previous rules/regulations. This is a huge weight off of my shoulders and will certainly liaise with Public Health England when required to do so.***

Upon our return to school, we will resume our normal attendance policy in line with Trust and Local Authority expectations that will include daily phone call checks etc. We would ask that you phone into school in the usual way if your child is unable to attend for whatever reason. As always, all holiday requests will be **unauthorised**. The usual end of term attendance letters will once again be used as these will allow me to provide support and challenge if necessary.

The staff and I will work and support you all to ensure that each and every child is in school where they should be and no doubt want to be.

### Well-being/Safeguarding

Upon our return, the staff and I will have the full support of our trust (PDET) and the Diocese. We will seek any support that you require so please do come to us for support/help if needed. The Cottingham CofE community will again shine and be there for one another. We will be there to **CARE - BUILD - FOLLOW** and **THINK**. As always, we must ensure that safeguarding is the responsibility of everyone. I continue to be the Designated Safeguarding Lead (DSL), supported by Mrs Crainie and Mrs Wilson as my deputies (DDSL). We should all remember that our children will welcome a return to routine (as will the staff and parents).

- ***I am also pleased to welcome Reverend Amanda Oliver as our new Parish Vicar and chaplain to the school. I know that Reverend Amanda is keen to meet you all at the gate next week. If at any time you would like her support please do get in touch.***
- ***In the interests of the well-being of the staff and I, I would ask that email/Twitter and other communication are made during school hours. As always, you will be responded to in a timely fashion depending on communications required. If you need to contact me with regards to safeguarding or for more information regarding a positive test result etc, please do so at any time. All staff ask that they no longer receive general email communications before 8:30am or after 5:30pm for example.***

### Hygiene/Cleaning/PPE

We continue to be more mindful of our own self-hygiene than ever before. As has been the case at school since March 2020, we will continue to promote and expect consistent, good hygiene practises from the staff and the children. We

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will also have high expectations of you at home with promoting good hygiene both before and after school. Children will continue to have access to tissues, anti-bac gel and promotional messages/reminders. As previously, children are welcome to bring in their own hand sanitiser if you feel it is necessary. The staff and I will constantly remind the children of our expectations and will expect all children to adhere to them with no exceptions. Children must wash their hands thoroughly before leaving the house.

A consistent and regular cleaning schedule remains in place and will continue to be so for the foreseeable future. The Government guidance is that staff do not need to wear PPE unless they are carrying out intimate care or cannot maintain social distancing for example. Children do not and will not be expected to wear any form of PPE.

- **Staff will no longer wear face coverings throughout the day, including at drop off/collection, unless they wish to in which case they are able to do so. All parents/visitors, coming into the school via the front office are to wear a face covering unless medically exempt. Once in school, dependent upon the activity/space, a member of staff will instruct you as to whether a face covering can be removed.**

### Uniform/PE kit/Resources

During the last year, you were involved in a consultation process with regards to uniform. We will continue to expect all children to wear school uniform as per our revised policy that you have received and is available on the school website via: [http://www.cottinghamprimary.co.uk/Content/documents/policies/school\\_uniform\\_policy.pdf](http://www.cottinghamprimary.co.uk/Content/documents/policies/school_uniform_policy.pdf)

School PE kit for **all** children will be required and is to be worn all day on a PE day (See class news sent on Friday).

- **The staff and I will certainly be giving timely reminders to both children and parents/carers when appropriate uniform/PE kit is not worn. Please continue to support our uniform policy as you have always done so in the past. During the last year we relaxed expectations and allowed items of clothing to be worn that will no longer be suitable or deemed appropriate.**

As always, please, please ensure that every item of uniform is clearly marked. I am always surprised at the amount of clothing that is not named and subsequently donated to charity. I am looking forward to seeing the very much missed usual sea of red returning through the school gates.

As I have mentioned before, we do lack space. As a result, children are **NOT** to bring in a rucksack/bag to school as they are not needed. Children in Ash/Willow are allowed to bring in a book bag and are encouraged to do so. Children needing personal hygiene items for example will be permitted to bring a small bag into school. If this is the case please do contact your child's class teacher.

Lunch boxes/drink bottles are to be brought to school and taken home daily to be cleaned please. Hot dinners, if required, should be ordered from Kingswood caterers in the normal manner.

### Learning/Curriculum

I endorse the Government guidance that **all** children are to attend school and be taught a broad and balanced curriculum. To adhere to the current advice, all subjects, will be taught (if safe to do so).

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- ***When necessary and appropriate to do staff will use our very own adapted version of remote learning for children who are unable to attend due to Covid-19 and are well enough to access the work. Maths homework will be set via 'My Maths' and children are expected to complete the tasks set. Each teacher will keep a record of homework completion.***
- ***Teams will continue to be used as a location to upload class work and other information that the children can access. Once available, please do encourage and assist your child with logging back into Teams. Over the next few weeks, our IT team will ensure that children have been moved into the correct class locations within Teams. Tapestry will continue to be used in Ash/Willow class.***

### Classroom layout/Bubbles/Staggered timings

- ***The government guidance has now been changed in that the children no longer need be taught in class 'bubbles'. We will certainly adhere to this change during lessons, lunch, worship etc. It is a change that we are very much hoping continues to stay in place.***
- ***Classrooms have been set out during the holidays with no need for children to be sat in rows. Again, this is a change that we very much welcome and look forward to.***

I am pleased to say that all staff will be returning to school and will include Mrs George and Mr Stafford whom you will be aware were not present at all times last year. I am sure that the children will look forward to their return. Their colleagues are certainly looking forward to working with them. For the first time in recent years, we have no new staff joining us at the moment.

- ***From Monday, all children (apart from Willow new starters) are to arrive at school via the Mill Road gate. This is exciting in itself as will allow the children and parents/carers to meet with one another both before and after school and bring back our community feel.***
- ***The Mill Road gate will be open from 8:45am with children expected to arrive by 8:55am. If arriving after the gate is locked, children must attend via the school office. Register will take place at 9:00am prompt. Please note that any regular lateness will be challenged and supported where necessary.***
- ***Children in Ash class can go straight to their classroom. KS2 children will be met by staff on the playground (Oak class children also to the playground from 8:45am) and will enjoy a morning 'active' activity before entering the classroom for register.***
- ***At this time, we ask that most (Willow class exception) parents/carers do not come onto the school grounds. (Parents/carers of children in Willow class are invited to bring children to the Willow class door please) Thank you for your understanding.***
- ***Collection of all children will also be via Mill Road (apart from Willow new starters). The gate will be open just before 3:15pm in readiness for 3:15pm pick up. Parents/carers are welcome onto the playground to collect children from their class room. (A face covering is not required at this time) We do ask that all parents/carers are mindful of keeping safe and sensible distances etc.***

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- ***Children in year 5/6 will again be allowed to leave their classrooms without the presence of an adult. A letter will be sent home to which we will require your permission.***

I understand that you may well have a question regarding the information within this update. I would certainly welcome any questions as part of our commitment to **ENGAGE – CONSULT – DISCUSS**. Please email me, [head@cottinghamprimary.co.uk](mailto:head@cottinghamprimary.co.uk) with any questions and include September 8th in the subject field. ***You will already be aware that we are a NUT/KIWI FREE school.***

I look forward to seeing you all next week at the gate or by invite to our first Friday celebration. I have missed you all.

Yours faithfully,

Ashley Scott (Headteacher)