



Children are at the centre of everything we do

Tuesday 5 January 2021

Dear Parents/Carers,

### **Return to School for Eligible Children on Wednesday 6 January**

Thank you for your patience. Today has been an exceptionally busy day!

Having absorbed yet more guidance from Government and the Local Authority and having considered the feedback that we received from our survey and our telephone conversations with some of you, we have been able to review all the necessary risk assessments for staff, pupils and for the school itself.

Further to the text this afternoon, I am now in a position to share with you, general arrangements that we are putting in place for a return to school for your child/ren on a part time or full time basis from tomorrow ie Wednesday 6 January.

#### Safety

**I can only reiterate what I have said last year that it is our absolute priority to ensure, as best we are able, that staff and children are safe in the school environment.** We will continue with all the measures that have been in place so successfully over the course of the past few months and which you are all familiar with.

#### Return to School for Eligible Children on Wednesday 6 January

I would ask that you familiarise your child/ren with the following information prior to coming to school tomorrow:

- Breakfast Club and WACCY will not be open;
- **School will start at 8.30am and finish at 3pm;**
- Uniform – please ensure that your child/ren comes to school in jogging bottoms; T shirt and their school sweatshirt/cardigan and trainers to ensure they are ready for PE. They will also need a warm coat, hat and gloves as the children will be outside for part of the day. If your child/ren does not have indoor shoes at school already, please ensure that they have a pair with them.
- Packed Lunch/Snack/Water Bottle (named) – please provide your child/ren with a packed lunch; snack and water bottle. No nuts.

- Hand Sanitiser/Tissues – please provide your child/ren with these items to bring to school. There will be hand sanitiser at school.
- Please adopt the procedures that we have all become accustomed to over the past few months for dropping off and picking up your child/ren and ensure that you wear face masks;
- No parent will be allowed onto the school site – I will meet your child/ren at the school gate on Crossways with Ms Roe;
- Children will be divided into two bubbles and will be directed to their classrooms by Ms Roe and me:
  - Nursery, Reception and Key Stage 1 (Years 1 & 2 inclusive)
  - Key Stage 2 (Years 3-6 inclusive)
- I am finalising the staffing for these bubbles – please rest assured that your children will be familiar with the members of staff leading the bubbles
- Learning – during the morning, your child/ren will access the remote learning being delivered for those children at home with appropriate breaks etc. The afternoon will be spent undertaking a variety of activities including art/craft, sport and well-being activities.

As always please do feel free to contact the school should you have any queries or concerns at [admin@greenway.herts.sch.uk](mailto:admin@greenway.herts.sch.uk).

**If you completed the survey without specifying the days that you require please may I ask you to email [admin@greenway.herts.sch.uk](mailto:admin@greenway.herts.sch.uk) by midday tomorrow (Wednesday) so that we can confirm staffing.**

If your circumstances change over the next few weeks, then please do let us know.

#### Nursery Children whose Parents are Critical Workers

We would ask you to note that we are seeking clarification from the Local Authority (amongst other things) of what provision we are able to offer to parents who are critical workers of Nursery children. Whilst we are obtaining this clarification, we are offering eligible Nursery children full time provision this week as stated above. Once we have clarification, we will contact those Nursery parents impacted to advise you of next steps. I do appreciate that this is difficult in terms of your own planning but trust that you understand the situation.

Thank you for your continued understanding.

Regards

**Katharine Ellwood**  
**Headteacher**