



Two Rivers Primary School

Quince

Amington

Tamworth

Staffordshire

B77 4EN

Tel: 01827 426123



Dear Parents and Carers,

A message from the CEO:

You will be aware that it is the government's intentions to have school children returning in September. They have also produced guidelines for the headteachers to observe during this 'new normal' period. Please be aware that the Endeavour schools, in common with special schools across Staffordshire and the rest of the country, will need to have a period of transition before the students return to full time working.

Special schools have more complicated areas to manage to ensure the students and staff are working in a safe environment. It is our intention that the school will be operating within the guidance by the 2nd/3rd week of September. We ask you to support the Headteachers, as we will, during their very difficult transition into a full-time programme.

Please also be aware that things can change, so we will contact you during the school holiday with any updates.

The very best of wishes

Kind Regards

Paul Elliott

CEO: Endeavour Multi Academy Trust: www.endeavourmat.co.uk

Dear All,

We are so excited about welcoming everyone back in to school – it really has not been the same without you. We have spent the last week looking closely at the new government guidelines and to plan a safe and effective way for us to return to school. For some of us this will be our first venture into the Two Rivers family, but for others it is a return to our working partnership. Either way, we are really looking forward to it.

I am writing as we have had to make a few changes and I wanted to make these really clear to you – before we broke up for the summer holiday. This is a different kind of break to normal, and appreciate that some of our families have already been away from school for a really long time.

The senior team have decided that during the school break we will continue to work with Packington Foods and the hygiene bank and hope to deliver to families that need this

support on alternate Friday's. We will therefore be able to check the answer machine at school once a week, so if you need to get hold of one of us, please call school on our normal number 01827 426123.

Along with this letter I have attached a booklet about the Black Lives Matter movement that has currently been gaining a lot of press coverage, as I am aware that your children may be asking you questions about this and thought this resource may help you to have some of those important conversations.

We have also provided a summer work pack for each of the children. This is just something that you can work on together if you want to.

Arrangements for Two Rivers Primary School and Tamworth SEN Nursery:

In September we will be having a slight change to the management structure of the school. I am pleased to share that Marie Povey will now be the Deputy Head Teacher, Michelle Roberts will be one of our Assistant Head Teachers and Laura Slinn will be our Executive Head Teacher, splitting her time between Two Rivers Primary and the other special primary school in our MAT: Cherry Trees. Please feel free to continue to communicate with both Laura and Marie about concerns, plans and celebrations – but day to day contact will be with Marie initially, as she will be at the school on a full-time basis.



Laura Slinn



Marie Povey



Collette Harding



Simone Parry



Michelle Roberts

I am writing to inform you about our September plans for transition and returning to school at Two Rivers Primary School and Tamworth SEN Nursery.

Tuesday 1st and Wednesday 2nd September will be INSET Days at the school and nursery, so only staff will be attending on those days.

We will then begin a short transition period at school – this will allow us to assess the plans that we have made for classes, make any changes that need to be made (which you will be consulted with) and allow the children to have some sort of phased return following a prolonged absence from school. During this time, we will ensure that there is a lot of communication between class teams and parents, so that you are aware of how everyone is settling back into school life. During this time, we will be ensuring that all paperwork held in school about your child is up to date – ensuring risk assessments, communication passports, feeding mats and care plans are appropriate, so that everyone is very safe.

Following on from the INSET Days the children will have a period of set days in school. Those will be either:

Thursday 3rd and Friday 4th September and Thursday 10th and Friday 11th September.

Or

Monday 7th and Tuesday 8th September and Monday 14th and Tuesday 15th September.

Please see your attached slip to know which days have been allocated for your child. The rationale behind this decision is to allow the children to transition in a smaller group into school – making sure they feel safe and positive and to avoid the feeling of being overwhelmed – we hope you agree this is an important consideration.

On Thursday 17th September we will welcome everyone back into school to their class for the rest of the academic year.

We are aware that some children and families will be anxious about returning to school and we want to work with you to make this transition as positive as possible. The government have made it clear that they are expecting all children to return to school. At our setting that means we will have to put in extra control measures to make sure that everyone is safe and having their needs met appropriately – these measures are outlined in this letter.

Slight changes to provision:

- The school will be split into three bubbles on return, this is to help us reduce the mixing of the population of the school. **Bubble 1** will be: Red 2, Yellow 2, Red 3, Red 4 and the Rainbow Room. **Bubble 2** will be: Blue 1, Blue 2, Blue 3, Blue 4, Yellow 1 and Yellow 3. **Bubble 3** will be: Two Rivers EYFS and Tamworth SEN Nursery (at the Torc Site). This allows us to reduce staff mixing across all of the site and also children mixing in such large groups.
- During the school day the children will be able to access shared areas for timetabled sessions (but these will only be used by certain bubbles on each day) therefore we hope to be able to deliver the usual curriculum to the children on site.
- The classes will mix on the playground areas – but only in their bubbles, with a maximum of 3 classes in each play area. We are having additional fencing fitted over the summer period to ensure that the children can be safely designated an area to play.
- Lunch times will take place in the children's classrooms, not the hall – this will mean less mixing for the children, and better cleaning control of the shared environment. Children will still be able to access their normal hot school meal, or you may provide sandwiches. We will revert to using our Parent Pay system to charge for school meals where appropriate.
- The guidance has made it clear that specialists, therapists and staff are allowed to move between the bubbles and between classes, but we are carrying this out in a planned way, using control measures of handwashing and visiting specialists or therapists will be requested to book in so a shared space can be used for their visit.
- Trips and visits out of school are still allowed to happen, but extra steps have been put in place in school when planning these, so that we can accurately assess the risks impacted by COVID 19 at the time of the trip. Some children will have on their individual risk assessment that they will not be accessing community trips as the environment will not be controlled enough and their medical needs indicate it is best for them to stay on the school premises. These will be reviewed regularly and all information discussed with parents of the children this relates to.

- We will not be meeting as a whole school for assemblies, but these will continue to take place within each class.
- Children do need to wear their school uniform and PE kit as normal and are allowed to bring a school bag, lunch box and pencil case if desired.
- We will be requesting that children very regularly wash their hands and each class will be choosing its own song to support this – I will ask class staff to share the song with you at home, so that you can help support this practice.

Returning to school – Morning drop off and collection routine (a staggered start and end to the day):

- Morning club provision will commence from the 17th September 2020 – this begins at 8am and will still be costed at £3 per session – this needs to be booked in by the day before the provision is needed, just contact the office to let them know – on 01827 426123. Numbers will be limited.
- Parents or local authority transport dropping the children at the Torc Site (**Bubble 3**) will need to wait at the outside gate in a socially distanced way, the staff will let you in.

Car Parking at the Quince site (Bubbles 1 and 2):

- We ask parents or carers who are dropping off their children to do so between **9:15am – 9:30am** – as this is a staggered start. You will be able to drive up to the top car park and utilise this space. We ask that you are very vigilant about moving your vehicle and keep a close eye out for any people who are coming in and out of their cars. Please drive at only 5MPH on site. **Please drop the children at their correct gate – follow social distancing whilst queuing and leave as soon as you have completed the drop off or collection.** We will be asking parents to remain outside of the building as our entrance hall is too small to use as a waiting area.

Drop off and collection for walkers:

- **Bubble 1 parents/carers are asked to collect their children at 3:15** – You will be asked to wait in a queue in front of the main entrance, your child will be brought to you.
- **Bubble 2 parents/carers are asked to collect their children at 3:15** – You will be asked to come through the gate and wait on the playground, behind the new wooden fence. Once a teacher has spotted you they will bring your child to you. Please do observe social distancing whilst waiting.

Drop off and collection for local authority transport:

- Buses will be allowed to arrive at 8:55am – children to be unloaded to school from 9am till 9:10am – buses to leave the site by 9:15am.
- Buses will be asked to arrive to collect their children at 3pm and asked to leave the site by 3:10pm
- When dropping off children – a member of staff will be allocated to each bus, to help the transport staff take the children to their gate.
- When collecting – children in bubble 2 will be taken directly from class to their busses and children in bubble 1 will be collected from the playground by their transport staff and supported by Two Rivers Staff to get to their buses.

- Once you have parked and left your vehicle, please use **the path** to walk towards the gate where your child's class bubble is entering and being collected from school, this is slightly different. (these will be clearly signposted):

Gate 1: (The gate leading from the path on to the large playground) Blue 1, Blue 2, Blue 3, Blue 4, Yellow 1 and Yellow 3 children

Gate 2: (The normal main entrance): Yellow 2, Red 2, Red 3 and Red 4 children

There is to be no walking on the car park from September, we must use the pathways.

Communication:

- A senior leader will be waiting on the gate if needed. We ask that you wait in line, adhering to social distancing rules and leave when your child has been taken through to their class.
- Once the new fencing has been fitted we will create a video about drop off and pick up and share it on the Facebook page.

PPE:

- The staff have had made available to them to use different pieces of protective equipment, these will be worn at different times and are to keep them safe when working closely with the children, including during personal care and feeding. This is what they look like:



Illness and attendance:

- We will continue to be using the thermometer to check children's temperatures if they appear to be unwell.
- We ask that if children are displaying any of the Coronavirus symptoms such as high temperature or persistent coughing they are not sent into school.
- If a child becomes ill, they will be removed from class and kept safely in the entrance hall with a member of staff. We ask that you collect your child promptly if contacted to do so

Risk assessment:

- This has been completed with all of the staff at Two Rivers Primary School, and has taken all government guidance into account. Once reviewed in light of any further government changes this will continue to be updated and shared on the school website.

Transport:

- Transport continues to be arranged by the LA and I understand that they are creating plans as we speak. We have requested that children who attend school and have requested transport are only mixing with children from their school bubble, but this has not yet been confirmed. Please do get in touch with the LA about transport and make sure you are happy with the arrangements they are providing.

I appreciate your support with all of these changes – we will work hard to ensure that everyone is kept as safe as possible moving forward.

Many Thanks

Laura Slinn

Executive Headteacher



Your Child is in Red 1, which is bubble 3 – they will need to use the gate at the Two Rivers EYFS and Tamworth SEN Nursery (TORC Site) on **Monday and Tuesday** initially then full time from the 17th September 2020.

Your Child is in Red 1, which is bubble 3 – they will need to use the gate at the Two Rivers EYFS and Tamworth SEN Nursery (TORC Site) on **Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Red 1, which is bubble 3 – they will need to use the gate at the Two Rivers EYFS and Tamworth SEN Nursery (TORC Site) on **Monday, Tuesday, Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Red 2, which is bubble 1 – they will need to use the main entrance at the Two Rivers Primary School (Quince) on **Monday and Tuesday** initially then full time from the 17th September 2020.

Your Child is in Red 2, which is bubble 1 – they will need to use the main entrance at the Two Rivers Primary School (Quince) on **Thursday and Friday** initially then full time from the 17th September 2020.

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Your Child is in Red 3, which is bubble 1 – they will need to use the main entrance at the Two Rivers Primary School (Quince) on **Monday, Tuesday, Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Red 4, which is bubble 1 – they will need to use the main entrance at the Two Rivers Primary School (Quince) on **Monday and Tuesday** initially then full time from the 17th September 2020.

Your Child is in Red 4, which is bubble 1 – they will need to use the main entrance at the Two Rivers Primary School (Quince) on **Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Red 4, which is bubble 1 – they will need to use the main entrance at the Two Rivers Primary School (Quince) on **Monday, Tuesday, Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Yellow 2, which is bubble 1 – they will need to use the main entrance at the Two Rivers Primary School (Quince) on **Monday and Tuesday** initially then full time from the 17th September 2020.

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Your Child is in Yellow 1, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Monday and Tuesday** initially then full time from the 17th September 2020.

Your Child is in Yellow 1, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Yellow 1, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Monday, Tuesday, Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Yellow 3, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Monday and Tuesday** initially then full time from the 17th September 2020.

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Your Child is in Yellow 3, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Monday, Tuesday, Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Blue 1, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Monday and Tuesday** initially then full time from the 17th September 2020.

Your Child is in Blue 1, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Thursday and Friday** initially then full time from the 17th September 2020.

Your Child is in Blue 1, which is bubble 2 – they will need to use the side entrance at the Two Rivers Primary School (Quince) on **Monday, Tuesday, Thursday and Friday** initially then full time from the 17th September 2020.

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