



# HOLY TRINITY C of E ACADEMY

**Nurturing. Inspiring. Achieving**  
**Headteacher: Mr Graham Shore.**

**Dear Parents and Carers of key worker and vulnerable children,**

Due to the reopening of Holy Trinity Church of England Academy for Reception, Year 1 and Year 6 children from Monday 1<sup>st</sup> June 2020, there will be some changes to the provision for key worker and vulnerable children.

A robust risk assessment has been put into place to ensure that the increased numbers of children returning to school are as safe as they can be in a primary school environment.

Start and finish times will be staggered to ensure that the children arrive and leave safely. Children should continue to come into school accompanied by one adult and collected by one adult at the end of the school day. Parents will be asked to wait outside the gate, so that safe distancing can be observed. There will be signs to indicate where you should wait if necessary. As no parents will be allowed on to the school site, you can of course phone the headteacher to discuss any pressing matters, who will be manning the office in a limited capacity. Parents can continue to collect home learning packs from the reception foyer (whilst observing social distancing and following a one-in-one out model). Please ensure that your child continues to arrive between **8.45am and 9am**. The children will leave the school site at **3.30pm**.

The key worker and vulnerable children will be divided into three pods, of a maximum of fifteen children and will be situated in the Y2 classroom, Y3 classroom and the hall. The children will then stay in that pod for as long as the provision is in place.

The pods will be run by the same teams of adults, this will include break time and lunch time supervision. The decision to have the same team with each pod has been made in consultation with Public Health South West; if we have other staff supervising break and lunch time, this potentially could increase the risk of spreading the virus. If any child or adult in the pod exhibits Covid-like symptoms, the children and adults will need to self-isolate for fourteen days.

Many of you will naturally have concerns about how social distancing could be enforced within a primary school setting. Whilst we will do our very best to ensure class tables are two metres apart and remind children of these guidelines, we cannot completely guarantee that your child will not come within two metres of another person. This will be challenging, if not impossible, to adhere to in situations relating to first aid, managing movement around the classroom or simply comforting children if they are upset. We feel it is important to be as honest and open with you in order to help you make an informed decision about what you feel is right at this moment in time, especially if you have vulnerable adults or other children at home.

Hand gel will be available in the classrooms and hall for the children to use and they will only use the KS2 toilets. They will handwash on entry to school, before and after each break and lunch, leaving school and after using the toilet.

Children will continue to come into school in clothes that they can comfortably take part in physical education in. Parents will be asked to wash the children's clothing before they return to the school on the following day.

All children will come into school with a pencil case for their use only. The pencil case should contain a pencil, pen, coloured pencils and felt-tip pens (if you wish) and will be taken home at the end of the day. The case and contents will need to be disinfected by the parent.

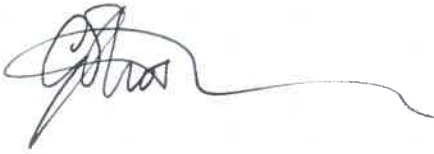
Please could you provide your child with a packed lunch and **two** drinks bottles. The children will be unable to fill their drink bottles up at school. Sue Brady will be providing a packed lunch for children who qualify for the pupil premium grant. Other parents can order a packed lunch at the cost of £2.50 from Sue Brady. This would consist of ham, cheese, tuna mayo or marmite sandwiches (please specify when you order) cucumber sticks, cake, piece of fruit and crisps. If you would like to order your child a packed lunch please email [enquiries@holytrinitycalne.wilts.sch.uk](mailto:enquiries@holytrinitycalne.wilts.sch.uk) and we can place the order for you.

Children will keep ALL of their belongings, including drinks, lunch box and coats, in their trays which will be placed underneath their allocated desk. This will cut down on the amount of movement around the classroom.

Area Heads have been meeting regularly to discuss our thoughts and plans for re-opening, consulting with the Local Authority throughout and taking the latest guidance from the Government into consideration. Our aim, where possible, is to have a united approach to re-opening to provide as many of the children in Calne with the same opportunities and experiences. Obviously, each school has different circumstances and challenges to overcome and it is down to the Headteachers and Governors to tackle these accordingly.

Please let me know if you require any further information. I know that this is a very difficult time and am happy to talk about any additional concerns you may have.

Kind regards



Graham Shore  
Headteacher

