



Ox Close Primary School
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Executive Headteacher – Mr D Harrison
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Friday 10th July 2020

September 2020 Organisation

Dear Parents/Carers,

It has been a rather strange and unprecedented end to the academic year and one that none of us ever thought we would face but Team Ox Close have risen to the challenge, stood together stronger than ever and achieved many outstanding things. Our Virtual Classroom on our website is a wealth of information, our Facebook page has a flurry of excitement, we have offered regular digital interaction via Zoom calls to the children, all of Key Stage 2 have been offered virtual lessons via Microsoft Teams, we have had Facebook Live events such as The Ox Close Beat and the VE Day Celebration and whilst all of this has been going on, school has remained open for the children of key workers, even through the holidays and Bank Holidays. It is at this point that we need to thank you and the children for your efforts over recent months but also say a huge thank you to our outstanding, dedicated and committed staff who have made all of this possible. True character is often shown in a crisis and Team Ox Close have most certainly kept smiling throughout.

As we move into the final week, we need to share with you our current plans for September as we know that it will be at the forefront of your mind. Please be rest assured that we have been busy working behind the scenes making these plans ensuring that we have the safety of the children and staff at heart whilst also following all of the Government guidance (of which there has been lots and many updates and changed versions of).

How will my child be taught in September?

Children will be taught in class ‘bubbles’. Each bubble has a class teacher assigned to it and also other staff assigned to the bubble to support them. Your child will meet these adults during the Zoom calls next week. Children will remain in this class for all lessons – they will not swap teachers and groups for Maths and English like they have in previous years.

What time will my child start and finish?

In order to ensure safety and help you to maintain social distancing outside of the school grounds, we have had to stagger the start and finish times of the children. This will run for the Autumn term initially but will be reviewed at regular points.

The times will be:

	Start Time	Finish Time
Years 1 and 2	9:00am – 9:15am via Reception Gate – children will go straight up on to the straight to yard	3:15pm via the Main Gate
Years 3 and 4	8:45am – 9:00am via the Main Gate	3:00pm via the Main Gate
Years 5 and 6	9:15am – 9:30am via the Main Gate	3:30pm via the Main Gate

Siblings that are in different year groups are asked to arrive together at the later time where possible.

We ask that parents remain away from the school gate and socially distance along the main footpath. Teachers will bring the children out class by class and hand them over to parents. Please only send one adult to drop off and collect children to reduce numbers at the school gate.



What will break and lunchtimes look like?

Children from each phase of the school will have staggered breaks and lunchtimes – phases will not cross or mix with one another.

In the hall, children will be assigned a seat on a table with other members of their bubbles. Tables will be thoroughly cleaned down between sittings.

When outside, the children will have access to the yard, field and MUGA to play. We will talk to the children about how to stay safe outdoors and will also ensure that all children sanitise their hands before coming inside to the classroom.

What will the children need?

Children can wear their normal school uniform however please ensure that this is clean every day. Please ensure that children can fasten and unfasten clothing independently as we will not be able to assist them with this.

All children must bring their own labelled water bottle – this will be returned home daily for you to wash. If children are on packed lunch, then this will be wiped down by staff before being placed in the correct area for storage.

Children will also need a PE kit which will remain in school for the half term. This must include a white t shirt, black shorts, plimsolls or trainers and jogging bottoms (KS2 only). This needs to be in a small bag which can remain on the children's peg – the drawstring PE bags that are sold by our uniform supplier are perfect for this.

Children should not bring any other items from home – this includes rucksacks and book bags. We will provide the children with all resources needed and once we know what can be transported between home and school (for example reading books) will be in touch with more information.

Will parents/carers be allowed on site?

In order to minimise the risk of the spread of infection, parents and carers will not ordinarily be allowed on site to visit staff. Enquiries can be made at the office, where social distancing is in place. In the first instance, all communication should ideally be by telephone. Following this telephone contact, should any face to face meeting be necessary then this would be arranged by appointment. We would really appreciate your understanding and support with this as it is vital in helping us to minimise the risk of the spread of the virus.

What extra measures have been put in place to minimise risk?

As well as all the measures discussed above, the following have also been put in place:

- Cleaning has been increased in school – key areas are cleaned at various points through the day.
- Handwashing and sanitising – all children will be required to sanitise their hands when they arrive at school. There will also be additional handwashing and sanitising before and after breaks and lunch and also at other regular points through the day.
- Social distancing signage is in place around the school site.
- If a child is unwell or needs First Aid, then staff will wear full PPE when treating the children to ensure maximum safety.

We hope that the above information helps answer some of the questions that you may have. If further information comes to light, and plans have to change, then we will be in touch with you.

Everyone at Ox Close can't wait to welcome the children back in September – they are the heart of our team.

Please take care and stay safe over the Summer break.

Yours faithfully,

D Harrison

A Bowden

Mr Harrison
Executive Headteacher

Miss Bowden
Head of School