



Ellison Boulters Church of England Academy

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27th August 2020

Dear Parents/ Carers,

Firstly, I hope you have had a lovely summer and are all keeping safe and well. A warm welcome to those families that are new to the school – what a time to start your journey with our Ellison Boulters School family.

Please excuse this lengthy letter but I have tried to make sure everything that you may be thinking about for September is covered. Copies of the information being sent out can also be found on our website.

In July, I sent a letter to you all explaining things like the organisation and timings of drop off and pick up times for each bubble, how bubbles will operate across school, the organisation of lunchtimes and playtimes. All the information in the July letter is still relevant-this letter is to offer further detail. The July letter can be found on the website: Key Information, School Opening September 2020 arrangements

Reminder of Class bubbles and drop off and pick up times:

Designated entry and exit points	Earlier Start and finish time Y3,Y4 and Reception	Later start and finish time Y1, Y2, Y5 and Y6
	Year 3 and Year 4 Drop off 8.30-8.40am Pick up -3.00pm Entry via the green gates on the playground and wait on the Blue Bubble side of the playground (the school garden side, nearest to the school) with all of your things and your teacher will come and get you and tell you what to do.	Year 5 and Year 6 Drop off 8.50-9.00 Pick up 3.30pm Entry via the green gates at the side of the hall. Wait on the Purple Bubble side of the playground (the side nearest to the reflection area and the Tyre park) until collected by your teacher.
	Reception (after initial staggered intake arrangements) Drop off 8.30-8.40am Pick up -3.00pm Entry via the wooden gates at the front of school (next to Forest School). Staff will be at the gates to greet children. Unfortunately, we cannot allow parents to come onto the playground.	Year 1 and Year 2 Drop off 8.50-9.00 Pick up 3.30pm Entry via the wooden gates at the front of school (next to Forest School). Staff will be at the gates to greet children. Unfortunately, we cannot allow parents to come onto the playground.

ONE WAY SYSTEM – It is our intention to limit the number of people entering the school site. We understand that children may wish for their parent to accompany them as far as possible, at least to start off with, however, if your child is confident to walk the one-way path around the car park, on their own that would be helpful in the longer term. Everyone should enter the school grounds via the layby gate or the gate next to the car park gate.

Everyone should leave via the gate on Mill Rise. Siblings arrive and leave at the earlier time. Please be patient and give others plenty of space whilst we get everyone in and out at the end of the day. Please be mindful that gatherings should be avoided both in and outside of the school premises.

End of the day Pick Up

Rec and Y1 children will be dismissed from the wooden gates please wait along the path and we will bring children to the gate. Y2 children will be dismissed from the white door further round (that we previously used as an entrance). Please continue on the one-way system and then exit at Mill Rise.

Exit point for Reception
and Y1 pupils



Exit for Year 2 pupils



KS2 children will all be dismissed from the green playground gates. Parents may wait on the path of Mill Rise of the grass verge. If parents wish to wait in the area near the shelter they must follow the one-way system to enter the school grounds and then exit via Mill Rise. Please let your child know where you hope to be waiting for them so that we can look for you in the right place. Please adhere to social distancing guidelines.

All of Key Stage Two children
will exit from this gate.



The following details I hope will be informative and useful to you.

PE Days – Please come to school in PE kit on the following days wearing either a PE school hoody or a school sweatshirt, blue PE t-shirt, black shorts or jogging bottoms and trainers.

Monday	Mrs Randman, Miss Lancaster, Mrs Clark and Mr Ward
Tuesday	Mrs Hauton, Miss Toyne, Mr Clark and Mrs Carter
Wednesday	Mrs Murphy, Miss Williams, Mrs Clark and Mr Ward
Thursday	Miss Lancaster, Mrs Hauton, Mrs Murphy, Miss Toyne
Friday	Mrs Randman, Miss Williams, Mr Clark and Mrs Carter

Forest School Days – Please come to school with wellies and waterproofs for outdoor learning

Monday	Mr Clark and Miss Toyne
Tuesday	Mrs Murphy and Mrs Williams
Wednesday	Mrs Hauton and Mrs Carter
Thursday	Mrs Randman and Mrs Clark
Friday	Miss Lancaster and Mr Ward

Website:

- **Risk Assessment: - *Key Information, School Opening September 2020***

The school has produced a comprehensive risk assessment that details exactly what the school has in place to minimise the risk. This has been ratified by Governors and agreed by all staff and is based on up-to-date Government Guidance.

- **Children's TAB: Class pages**

Each class page has information relevant to your child's own class as the term goes on.

- **Key Information TAB: Google Classroom (Home learning)**

- We will continue to use Google Classrooms to set new home learning tasks, give feedback to children and provide an effective communication channel between home and school for any child who cannot be in school or in case of another lockdown.
- Children will now be used to using the system from last term, we will also take them through it when in school too.
- Children new to the school and new to Y1 will be set up on the system
- The instructions/help for parents is on the Key Information, Google Classrooms
- In the first few weeks of term, all class teachers will remind their class how to access and use Google Classrooms so that in event of them being unable to attend school they are clear how it works.

Before and After School Club update:

- Both clubs will be running but at reduced capacity to allow for Bubbles to be separated.
- Breakfast club places can be booked via a link to WisePay on our website
- After school places can be booked via Mrs Walker via email on afterschoolclub@ellison-boulters.lincs.sch.uk

Mr Guest Football Club

- Mr Guest's football clubs will be re-starting week beginning 14th September
- The clubs will be a different 'bubble' on different days- more details to follow

Please only send your child in with the following:

The school will provide all that is needed for hand and respiratory hygiene e.g. hand sanitiser and tissues. If children would like to bring in hand sanitiser to have in their tray or on their table please make sure this is named and then remains in school.

- A clean uniform daily or if it is a PE day, children must wear their PE kits to school (Tracksuits/sweatshirts if cold weather please remember school PE sweatshirts are available) your child's PE and Forest School days are detailed above.
- Lunchbox, hard plastic lunchbox if possible: named (unless you have ordered a Cold Box from Good Lookin Cookin!)
- Water bottle named
- Fruit snack named (School will not be providing fruit for KS1 or KS2 Tuckshop this term)
- Coat
- Named, inhaler that can stay in school if your child is asthmatic (please check expiry date and make a note of this at home)
- Named, Epi pens if required (please check expiry date and make a note of this at home.)
- Pencil cases (optional for Y5/6 only and items will need to stay in school)
- We do have hand sanitiser in school but if children wish to bring their own to keep in their tray it must be named and must remain in school.

Below are some links that you may find useful:

Attendance Government Guidance August 2020:

Government guidance states that attendance is mandatory for all children unless there are exceptional circumstances. Please contact the school by telephone or email if you have any queries in relation to attendance.

<https://www.gov.uk/government/publications/school-attendance>

For full opening of schools Government Guidance August 2020:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Test and Trace Guidance July 2020

<https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

What Parents need to know about schools during Covid Government Guidance-19 August 2020

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

As I said in my July letter, we really need your support and co-operation for our re-opening plans to be successful. Please bear with us in those first few days as we all get used to our 'new normal'. We will constantly review how things are working and whether they are effective and will communicate any changes with you as best we can.

One of the biggest changes for us all will be the limited face to face contact we have had and will continue to have this year. Although we are not able to see you as regularly face to face we would still like you to feel that you are able to get in contact with us. All e-mails to enquiries will get to us quickly and be passed onto the relevant teacher. If you would like to speak to the teacher please just send an e-mail to enquiries@ellison-boulters.lincs.sch.uk and we will get back to you as soon as we can.

I can't thank you enough for your support and positive feedback so far – it has been so needed and really appreciated. Thank you and please don't hesitate to email me if you have any concerns I have not addressed.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Scott', on a light-colored background.

Suzanne Scott
Headteacher