



MANOR HILL FIRST SCHOOL

Telephone: 01785 812418
Email: office@manorhill.staffs.sch.uk
Website: www.manorhillfirst.co.uk

Manor Hill First School
Manor Rise, Walton, Stone
Staffordshire. ST15 0HY

Headteacher: Mrs J Roden

Inspired to learn, learning for life

28.8.2020

Information Reminder September 2020

Dear Parents and Carers,

I hope that you had had an enjoyable summer break despite the unusual circumstances, we are very much looking forward to welcoming everybody back to Manor Hill next week and starting the new academic year positively.

Below is a reminder of the information that was sent out in July, we have carefully considered all of the guidance that has been updated by the Government and consider that we have implemented as many measures as possible to make the return to school as smooth and as safe as we can.

Changes and additions to the information are in italics.

Returning to School

Pupils in Nursery and Reception have received specific induction dates, should you require a further copy of these or to speak to a member of staff with any specific questions, please contact the school office on either Tuesday or Wednesday next week 01785812418

Stay and play sessions have been organised for Thursday and Friday next week. Please note that only one parent or carer will be permitted to attend per pupil. We ask that this adult wears a face mask for the entirety of the visit and that unless wholly unavoidable (such as is the case with very young babies) that siblings do not attend.

Pupils in Year 1-4 will re-join us on Thursday 3rd September, please refer to times outlined in this letter.

Class Sized Bubbles

We will operate as class sized bubbles of 30 children, for all activities including play and lunch times the children will remain as a bubble; staff may move between bubbles, but children may not move as freely around the school. We have carefully timetabled every aspect of the day to ensure that each bubble does not mix with any other.



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Increased Hygiene Measures

It will still be necessary to be stringent with our hygiene measures. Pupils will wash their hands upon entry and regularly throughout the day and sanitise them using gel regularly in between washes. Resources will also be cleaned frequently and cleaning of touch points and toilets will also be increased.

All pupils will use alcohol based gel as this is most effective in killing the virus, if you have any objection to this, please contact the school.

Masks

We have carefully scrutinised the guidance on the use of masks, it is not necessary for pupils to wear masks at school as we are ensuring that the bubbles do not mix.

Any visitors to our school will be asked to wear a mask.

Staff may need to wear masks at certain times, during close contact First Aid for example.

Behaviour

Our behaviour policy has been updated in light of Covid19, pupils must adhere to the rules and routines within their bubble and not breach these expectations. To keep everyone safe we will not tolerate behaviour which does not conform, and pupils will be sent home if they do not keep to the distance and space required.

Start and End of Day

It has been necessary for us to stagger the arrival and collection times for each year group in order to minimise the number of people on the school site at any one time and to allow us to welcome pupils safely into school, wash their hands and settle into their new bubbles.

We have shortened pupil lunches by 15 minutes in order to ensure that we can still offer the correct amount of teaching time.

Entry and Exit points are clearly marked and staff will be on hand to help direct you to the correct places. We ask that you maintain a social distance when on the school grounds and are patient with us as we welcome and release the children.

It is important that we know the person collecting your child, please inform us of any changes to this. We will not release a child if we are not informed of a change without speaking to a parent or carer first.

Where at all possible we ask that only one adult attends to drop off or collect each pupil.



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Bright Beginners:

Enter into their Classroom door 8.45am

Collected from Main Nursery door 11.45am

Early Explorers:

Enter Into the Main Nursery door 8.45am

Collected from Main Nursery Door 11.45 or 3.15 pm

Reception:

Following their induction period.

Enter into Reception Corridor door 8.45pm

Collected from Reception Corridor Door 3.00pm

Year 1:

Enter into Y1 classroom door (ramp on main playground) 8.50am

Collected from Y1 Classroom door 3.05pm

Year 2:

Enter into first door on top playground 8.50am

Collected from first door on top playground 3.05pm

Year 3:

Line up on top playground at marked spot teacher will lead into main playground door 9.00am

Collected from main playground door 3.15pm

Year 4:

Line up on top playground at marked spot teacher will lead into main playground door 9.00am

Collected from main playground door 3.15pm

We will not be permitted to allow siblings to enter or be collected together, I apologise that you may have to attend multiple areas to drop off and collect, however the staggered times should support this.



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Lunches

Pupils will have the choice of a school meal, which will be ordered each morning and pre packed as our serving hatch remains closed. Or they may bring a packed lunch from home. All pupils in YR-2 are entitled to a universal free school meal, other meals will be charged at £2.30 per day. To enable bubbles to be isolated we will use both halls to serve lunches, with the older children eating upstairs.

Snacks

We will no longer be offering toast as a snack. All children in EYFS and KS1 are provided with fruit from the government. Children in Y3 and 4 may bring in their own fruit and all children in Y1-4 may bring in a small, healthy snack such as a cereal bar, piece of cheese or yogurt tube should they wish. Sweets, chocolates, crisps and cakes are not permitted and pupils will not be allowed to eat them at school. We remain a NUT FREE school, please ensure that no items at all containing nuts are brought onto the school site.

Uniform

We will require all children to return to school in complete uniform from September, this is an important part of our school identity. There is no longer a directive that this must be washed daily. On the days that your child has PE, we would like children to attend in their kit and school jumper or cardigan to prevent the need for them to dress and undress at school.

PE Days:

Reception Wednesday

Year 1 Tuesday

Year 2 Tuesday and Wednesday

Year 3 Mondays and Wednesdays

Year 4 Monday and Friday

Equipment

Children may bring a book bag or small rucksack with them to carry their reading book and record. Children must all bring their own water bottle each day.

We will not be allowing any pencil cases or toys to be brought in from home, we will be providing each child with their own pencil case and equipment which will not be shared with their classmates.

Reading books will be sent home as usual and changed once per week.



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Hilltops Wraparound

Thank you for all of your interest in Hilltops our Wrap around care club.

This will reopen for Nursery and Y1-4 on 7th September and on 21st September for Reception pupils following their induction on 21st September.

Due to staffing restrictions we will only have 15 places only per session.

It is important to note that should you choose to use this facility that we are unable to strictly maintain the year group bubbles at Hilltops. Children will where possible access activities with others from their class, however the club will operate from the same space with shared staff.

Illness

Attendance to school will become compulsory again in September, however we urge you not to send you child if they show any symptom of illness. You should seek medical advice and a COVID test if required.

Should we have any positive tests in school, the affected bubble will be closed and we will take advice from the Local Authority and Public Health England.

We ask that you engage with Track and Trace in your wider lives and should you have any information regarding a potential positive contact that this is shared promptly with the school.

Google Classroom

We have completed our training to facilitate online learning should we be required to close we will also use this to set home learning to support the recovery curriculum and to help pupils catch up. Log ins will be issued in September.

Sports, Swimming and Trips

There will be no swimming or school trips in the Autumn Term.

We will still have coaching from Time 4 Sport for some PE sessions.

Time for Sport after school clubs will be for one class per key stage at a time. We will send out information during the first week.

Assemblies and Visitors



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Unfortunately, we will not be able to welcome any visitors into school, including parents unless this is by appointment. *Should you require a face to face appointment you will be required to meet with staff in a socially distanced space and to wear a mask. We will aim to have most discussion via telephone or Zoom wherever possible.*

We will not be having any assemblies for the children, as we are not permitted to mix bubbles or gather. We will however make sure that we broadcast a virtual assembly into classes to retain our sense of community.

I know that as a school we will adapt to the necessary changes quickly and confidently. We are very much looking forward to 'putting our family back together again' and will do all that we can to make this return to school a happy one for all. Should you have any questions or concerns, please do email me directly headteacher@manorhill.staffs.sch.uk and I will do my best to answer them as I know that this time as a parent will be difficult.

Sincere best wishes,
Mrs Jessica Roden
Headteacher



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Collaboration – Creativity – Resilience - Exploration