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**Houghton Conquest
Lower School**

Growing together

Headteacher
Miss C A McCarthy

29th May 2020

Dear Parents/Carers

RE: School reopening to allocated year groups - 2nd June 2020

In my letter on Friday with regard to opening from the 2nd of June, I said we would continue to evaluate our position and we would keep you updated if things change.

Last night during the Prime Minister's speech, the government have confirmed that they still continue for schools to begin reopening from the week commencing Monday 1st June.

As stated in our most recent letter sent out on the 22nd of May we outlined our vision for what a safe return for our children may look like following the most up to date guidance released by the government.

We are planning to reopen Houghton Conquest Lower School from **Tuesday 2nd June**, for pre-school, reception, year 1 and our priority children.

If you would like your child to return to school from the 2nd June, please do ensure that you have let office@hcschool.org.uk know so we know to expect your child on this day. However, we support and understand any decision you may choose to make.

If your child is returning, I do ask you to familiarise yourself with the previous letter, as it outlines a comprehensive plan of what is to be expected. If you have already responded, an individual email will come to you with information about your child's allocated teacher/leader for their group/bubble and allocated room.

We will not accept children we are not expecting. Therefore if you would like your child to return to school you will need to give notification via email by the Wednesday the week before you wish your child to start, so we can adequately plan for your child's safe return.

Further to this, we have also uploaded some very useful resources to our website under the 'closure' tab for yourself and your child to help prepare both of you for the return to school. You will find a parent guide that summaries all of the key changes made and reiterates the timings to the school day. - <http://hcschool.org.uk/wp-content/uploads/2020/05/Keeping-Safe-at-School-Parents-Guide.pdf>



To help prepare your child for school, we have created a new Houghton Conquest Lower school 'Special Code of Conduct' for children, which lists behaviours that we expect our children to follow to help keep everyone in our community (children, staff and families back home) happy and safe. We have also created a social story for your child to refamiliarise them with the setting and the new adaptations that have been made. We would be grateful if you could take time at home to go through the school expectations, if you have not already done so; by doing this we are all working together to help keep everyone safe. - <http://hcschool.org.uk/getting-ready-for-school/>

It is our intention to monitor and review our provision on a daily and weekly basis. We can reassure all parents that an extensive risk assessment and operational plan has been formulated in order to prevent the risk of the virus spreading and has been agreed by the School's Governing Board. Should these evaluations suggest an issue that we cannot address then we may need to reduce this provision for the safety of staff and children. We will adhere to changing government guidelines as much as possible, as and when it is released.

Transitioning Pupils

We of course find ourselves in a continuously evolving situation, but I feel it is sensible to reassure you that we will do all we can to support your child's transition for those joining reception and those children moving on to Middle School. Over the next couple of weeks, we will be sending out letters which will inform you of our plans to support your child during these times and aim to celebrate the wonderful journeys they have had during their time in our school/pre-school and look forward to their exciting next chapter.

Home learning

Children **who are not attending school** will still have full access to resources provided for home learning. Parent will required to request home learning packs which can be either by **hard copy** or **via email; please email your child's class email to state your preference.** Class teachers will respond to emails during allotted times during the week. Please understand that all teachers will be within a group/bubble of children within the school so communication may be slower than previously.

We have outlined new times for collecting home learning resources, which are different to before. We would be thankful if you could support us by collecting your child's home learning pack if you have requested a hard copy, at the given time.

Where possible, please limit the number of people visiting the school to collect home learning packs. Please follow the one-way system that is clearly marked out on the path leading into school.

The home learning packs will be labelled and on a table in the designated area (detailed below) for you to collect. This will run across two separate days if you are unable to get to the school on the first day.

Wednesday 3rd June		
Class	Time of Collection	Location
Robins	Between 10am and 12.00pm	Under the canopy on the right-hand side, outside the green gate, where you drop your child off.
Doves	Between 10am and 12.00pm	
Owls	Between 1:15pm and 2:30pm	
Falcons	Between 1:15pm and 2:30pm	

Thursday 4th June		
Class	Time of Collection	Location
Robins	Between 1:15pm and 2.30pm	Under the canopy on the right-hand side, outside the green gate, where you drop your child off.
Doves	Between 1:15pm and 2.30pm	
Owls	Between 10am and 12.00pm	
Falcons	Between 10am and 12.00pm	

If you have more than one child in the school and in different classes, you will be able to collect multiple packs at the same time. These will be still available to collect in the designated areas above.

Please remember to continue following Government guidelines with regards to social distancing when collecting home learning packs. Please also remember to only collect the pack that is allocated to your child.

If you have been/are currently self-isolating and/or display symptoms, please do not come to collect the home learning pack yourself. We will ensure the home learning pack gets to you as soon as we can. Further information regarding this can be found at: <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>

Thank you for your continued support during this time and we look forward to welcoming children back.

Yours sincerely

A handwritten signature in blue ink that reads "J Heaslip". The signature is written in a cursive, flowing style.

Miss J Heaslip
Acting Headteacher