



Head of Federation
Sammy Crook BA Ed Hons

Head of School
Sarah Maude BA Ed Hons

Rackenfurd C of E (VA) Primary School
Rackenfurd, Devon, EX16 8DU

01884 881354
admin@rackenfurd-primary.devon.sch.uk
www.rackenfurd-primary.devon.sch.uk

29th May 2020

Dear Parents and Carers

You are doing an amazing job home schooling. We are all really impressed with all that we have seen and heard and whilst we accept that you children have missed being in school they have of course benefited from spending quality time with their families.

Thank you for taking your time to consider your options about your child/children returning to school. We know the letter from Sammy and I was stark, but we wanted to give you a realistic picture of what to expect. We will endeavour to provide a safe and caring learning environment and we will be the best that we can be in these circumstances, however what we can offer in terms of the learning environment, resources and equipment, play, open-ended self-directed activities, use of loose parts, etc. will be very different to what we are all used to and we may all find this quite difficult.

Governors have been heavily involved throughout this process and provide support and challenge in equal measure to the leaders within the federation. We have and will continue to use Microsoft Teams to conduct meetings and to enable group briefings from school leaders, as well as regular one to one discussions between the Executive Head, Mrs Crook and our chair of governors. A "Covid Governor" has also been appointed to ensure all Governors have access to all the current guidance in the fast changing environment and in line with school leaders. Safeguarding during the Covid emergency remains a primary concern for our children and staff, and is a key focus as we plan for, and implement, the partial re-opening of schools for certain year groups.

The final decision on whether and when to re-open rests with the Executive Head, Sammy Crook, but this decision has been following discussions with other leaders within the Federation and governors. Governors have had access to the views and concerns raised by staff and have carried out a robust review of the plans for re-opening, including the necessary formal risk assessments, for each of our schools. We accept that this is an ongoing and constantly evolving task and school leaders are reviewing risk assessments weekly, or more. School leaders and Governors are working together to try to make the right decisions and at the right time. Following our Prime Minister's confirmation that schools should reopen from 1st June and supported by DCC we plan to start to welcome some additional children back to school week commencing 1st June 2020.

Next week

Our first week of opening for wider year groups will need to be managed very carefully to ensure that children are happy and become settled quickly, acclimatising to the new ways of working and lay out. To give them every possible opportunity to do this we are staggering the bubble's start dates over the first few days. This will enable us to focus on one bubble at a time, ensuring that they are settled and happy before introducing the next bubble. Once they have started they will be in for the remainder of the week.

- Monday 1st June. Staff training day going through the risk assessments and health and safety aspects of the changes to the way we will be working. **We will not be open for children.**



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- Tuesday 2nd June: Bubble 1, Children in Mrs Taylor/Mrs Rodgers' bubble will return to school at 9.am using the back gate.
- Wednesday 3rd June: Bubble 2: Children in Mrs Hagley/Mrs James' bubble will return to school at 9.15am using the front gate.
- Thursday 4th June: Children in Miss Budden's bubble will return to school at 9.30 using the front gate.

Normal school opening times

Monday 9.00 – 3.30

Tuesday 9.00 – 3.30

Wednesday 9.00 – 12.00

Thursday 9.00 – 3.30

Friday 9.00 – 3.30

Sadly there will be no clubs or after school care.

As you will see we are not open on a Wednesday afternoon. This is to ensure that the school can have a mid-week deep clean. This also gives staff an opportunity to plan for your children's learning, time to respond to emails, to upload and prepare home schooling resources and time to contact the families of those children in other year groups that continue to be home schooled.

However, given that we have had staff training on Monday 1st June we will be open for Key worker children in the afternoon of Wednesday 3rd June.

The formal closure of the school for PPA will commence on Wednesday 10th June.

If you have other children in years 5 and 6 Miss Wotton and Mrs James will continue to make weekly contact with you. If you have children in year 4, then from June onwards, Miss Wotton or Mrs James will contact you rather than Miss Budden. Families with children in Years 2 and 3 will continue to be contacted by Miss Budden. If you do want to speak to either Miss Budden or Mrs Hagley then you can still email them but they can only respond on a Wednesday afternoon (week commencing 8th June) when they have some allocated planning time. Sadly you won't be able to come into school to meet with them, however they can talk to you by telephone at the end of the school day. Please contact the school in the usual way. Michaela will be in the office on a part time basis.

The reality is that at the moment we have the capacity to operate 2 bubbles of 8 children and 1 bubble of 5 children. We realise that the government have suggested 15 children in a bubble but our classrooms are smaller than average and as such we can only take a maximum of 8 children. We are also limited by the number of adults we have available. As you know at this time, only two of our wonderful teachers, Miss Budden and Mrs Hagley are available to work full time in school due to the impact of CoVid- 19 and the rules around shielding & self-isolating. Mrs James is able to work one day a week and will be in Class 1 with Bubble 2. Mrs Ashdown, who is full time and Mrs Perry and Mrs Chamberlain who are both part time will support them. Mrs Taylor and Mrs Rodgers will share their own bubble and be responsible for the children of key workers who are in different year groups. Mrs Maude will be working within school but at a safe distance from each of the bubbles. Mrs Maude may have to cover for a member of staff if they become unwell



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but this would be a last resort. She will find it hard as usually Mrs Maude spends much of her time with all the children moving from classroom to classroom!

Miss Budden's bubble will work from Classroom 2 and use the toilets nearest the hall. Mrs Hagley's bubble will work from Classroom 1 and use the toilets nearest that classroom. Mrs Taylor/Mrs Rodger's bubble will be in the MULA and will use the toilet in the MULA. We will have an isolation room (our sensory room) and a separate portaloos for if a child or adult becomes unwell. This will be where they will wait until parents collect them.

Hot school lunches will be available as Jane our lovely cook will be on site as usual. Children will eat their lunch in the hall but at staggered times; 12.00 and 12.20 and 12.45. They will play in separate play areas and be supervised.

Bubble 1: We are pleased to be able to offer your child,..... a school place in Mrs Taylor's /Mrs Rodger's bubble in the MULA.

Your start date is Tuesday 2nd June.

Please arrive at the school at 9.00 am by using the back gate. Mrs Taylor will meet your child in the playground. Please collect your child at 3.30pm or earlier if pre-arranged. Mrs Taylor/Mrs Rodgers will dismiss Children from the back gate.

Bubble 2: We are pleased to be able to offer your child,..... a school place in Mrs Hagley and Mrs James' bubble. Your start date is Wednesday 3rd June (morning only to support children settling back into school)

Please arrive at the front school gate at 9.15 am. Please collect your child at 12.00 / 3.00pm or earlier if pre-arranged.

On a Friday, please arrive at school at 9.45. Please collect your child at 2.45pm or earlier if pre-arranged.

Bubble 3: We are pleased to be able to offer your child,..... a school place in Miss Budden's bubble. Your start date is Thursday 4th June.

Please arrive at the front school gate at 9.30 am please collect your child at 3.15pm or earlier if pre-arranged.

To ensure that school remains a safe environment for our children and staff, we need to minimise all risks of spreading CoVid-19. We ask that you follow the government guidance of 'Stay Alert, Control the Virus, Save Lives'. Once children join a bubble no other children will join nor will they mix during the day with others. We would kindly ask that you are mindful about your family's interactions with others and that you maintain all government advice and guidance. Please ensure that your child/children has very limited access to other people outside this bubble, including when you may be out and about. If at any point you think that there could be a possibility of contamination please advise us immediately. If your child or any member of your family is showing any symptoms of CoVid-19 again advise us immediately.

If a child or adult in the bubble presents with any symptoms of CoVid-19 they will be sent home and you will be asked to organise for them to take a test. Our cleaning staff will perform a deep clean of the bubble area and resources. If the test is positive that child will self-isolate for 7 days, all other children and adults in the bubble will be asked to self-isolate for 14 days along with their family and the staff or if negative they can return to school.

If any of our staff are unable to work due to illness, CoVid- 19 or other illness, we may not be able to offer a school place until the staff member returns. We cannot combine bubbles and we do not have the capacity to get in cover or





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supply teachers at this time. Obviously we will try to give you sufficient notice so that you can make alternative arrangements.

Please can you refer back to the letter dated 21st May to remind yourselves about any other restrictions regarding belongings, etc.

Children will need not need to wear their school uniform as we would like them to wear new sets of clothes for each day that they are in. Trainers or suitable outdoor shoes only please, no sandals or open toed shoes as we will be using the common and outdoors as much as possible.

Children will need: Their PE kit, wellies or outdoor footwear, a waterproof, an outdoor coat or jumper if cold, sunscreen and hat, a named drinks bottle and own hand sanitizer if you want them to use a particular product. Children should not need to bring toys, books or book bags, or any other belongings from home.

On receipt of this email and having considered all the information, please can you email admin to confirm or decline your offer of a school place? If you would prefer your child to attend on a part time basis please do let us know so that this can be arranged.

These are indeed unusual times, we know that many people are feeling the pressure and stress of the lockdown fallout not to mention the virus its self.

We wish you and your family well, take care and be safe.

With all our very best wishes and kindness

Sarah Maude
Head of School
and all the team at RPS

Sammy Crook
Executive Head of The Federation of
Tiverton Schools

Flora Wood
Chair of Governors