



Garlinge Primary School and Nursery

22 May 2020

Dear Parents and Carers,

Communication to Parents – School Re-Opening

I hope that everyone within our community is still well and you have been enjoying the sunshine in this first week since some measures have been relaxed. I would like to take this opportunity to update you as to the plans that have been made, as requested by the government, if the school is required to re-open to selected year groups from Monday 1st June. This has not been an easy task and there has been a staggering amount of guidance and information that has been received by the school, particularly in the past two weeks. I feel that I have worked with senior staff from across all areas of the school to produce a plan that is safe, manageable and sustainable as we move into what will be a very unusual and unfamiliar Term 6.

I can assure you that recent weeks have proved to be without doubt amongst the most difficult of my career nevertheless, I feel that the plans we outline below take into consideration the need to ensure that the school is adequately set-up and prepared for the safe return of children and staff. Our plan will allow pupils to feel safe in their school environment and assure parents we will keep them safe whilst in our care and when accessing the site.

We are proposing the following arrangements for the phased re-opening of Garlinge, in line with the year groups chosen by government recommendations:

From Monday 1st June – Key Worker provision will continue

From Thursday 4th June – Reception and Nursery pupils will return to school. Reception hours will be from 8:45am – 2:45pm and ALL Nursery children will attend between 8:45am and 11:45am. Unfortunately, we will not be able to offer afternoon sessions within the Nursery setting.

From Monday 8th June – Year 1 pupils will return to school. Year 1 pupils will attend between 9:00am and 3:00pm.

From Wednesday 10th June – Year 6 pupils will return to school. Year 6 pupils will attend between 9:15am and 3:15pm.

In addition to this, we have taken the decision to close school from 12:45pm (Year R), 1:00pm (Year 1) and 1:15pm (Year 6) on a Friday afternoon, to allow for teacher planning time and increased cleaning. Key Worker provision will be available until 3:15pm on a Friday.

Breakfast Club will continue to run for children of Key Workers, however we are unable to provide any After School Club provision during Term 6.

Any other year groups outside of the above will not be catered for until guidance from the government changes and we are advised that it is safe to do so.

We would also like to point out that, due to the guidance that we need to follow at this time:

- We cannot guarantee that your child will be with their usual class teacher or supporting adult. There is a maximum of 11-15 pupils in any one classroom (depending on their size), so classes will need to be split.
- There will be no hot food provision. Packed lunches will be eaten in classrooms. If your child is in year R, 1 or in receipt of free school meals, a packed lunch will be provided unless you wish to provide it yourself.
- All children will be expected to enter and exit the buildings unsupported. Please ensure that your child is aware of this if they usually need some 'encouragement'.
- We politely request that only one parent brings children to school and that younger siblings are not brought onto the premises where possible, to reduce the number of people on site.
- There will be one way 'loops' in place at our Westfield Road and Caxton Road entrances to allow for a safe flow of pupils and parents. Please follow these loops at all times.
- We are not envisaging face to face meetings to take place as things stand. We will be able to communicate by phone should you wish.
- We have been informed that Road Crossing Patrol staff will not be present upon our return to school. Please take extra care when crossing the roads around the school.

We will continue to monitor the situation as far as government announcements and guidance is concerned and will provide further details nearer the time of return.

We are mindful that you may have some questions however please bear in mind that next week is a term break with limited administrative staff available. If you need to contact the school during the half term period, can you please email info@garlinge.kent.sch.uk in the first instance or alternatively call 01843 221877 during the hours of 8.30am – 11.00am and we will respond as soon as we can.

Yours faithfully,



James Williams
Headteacher