

06/07/2020

Dear Parents/Carers,

### **Term 6 Update – letter 21**

#### **Transition Planning**

I wrote to you last week regarding the transition planning we will be putting in place over the next few weeks to support your child coming back to school, and into their new classes from 2<sup>nd</sup> September. We will be having a staggered start to the new school year in order to support new students, those that have not been in for a long time, and also to ensure that the systems we are putting in place are working. The staggered start will be as follows;

- **Wednesday 2<sup>nd</sup> – Friday 4<sup>th</sup>: Reception, Post 16, and Wouldham students only.**  
**(Cygnet, Duckling, Post 16 (Ightam/Chartwell), and all Wouldham classes)**
- **Monday 7<sup>th</sup> and Tuesday 8<sup>th</sup>: All classes identified above, as well as other Primary classes and PMLD (Puffin).**
- **From Wednesday 9<sup>th</sup> onwards: All classes.**

#### **We will be issuing additional information to families of children in our PMLD class (Puffin)**

We will be working in larger bubbles from September which will include a number of class groups within each bubble. There will be a small number of staff working across class groups in line with government guidance;

DfE - All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the timetable and specialist provision but should minimise the number of interactions or changes wherever possible.

We will continue to clean playground equipment, and there will continue to be restricted use of resource rooms including the sensory room, soft play, gym and sensory integration rooms.

Transition Support – We understand that for some students coming back to school after such a long period of time will prove challenging and therefore please let us know if you would like them to have a phased return. Staff are already working hard to provide the following transition support by the end of term;

- Individual phone call or virtual call to (re)introduce the class teacher and members of the class team.
- Transition books with pictures of the class staff and students.
- Social stories.
- School virtual tour (accessible through the school website)
- Class virtual tours with welcome message from teams (accessible through the school website).

Arriving at school – we will continue to take temperatures and there will be four entrance points into the building. Staff will continue to collect your child from vehicles, and we request that you

please remain in your vehicle and wait for your child to be collected. Please note that we have no control over the KCC transport or the arrangements for this.

We are expecting our therapy team back in school from September. However, they will be working within a Rota, and will not be working the same number of days they were previously. Our school nurse, Anita, will be on site for five days per week.

If you haven't heard from your child's new class teacher by Friday 17<sup>th</sup> July please contact the school to let us know. We have new teachers joining the school from September who may find it difficult to make contact with you before 17<sup>th</sup> July.

We will continue to put the safety of both staff and students at the forefront of our decision making during what continues to be a very difficult and challenging time in school. If you feel that you require any additional information, please contact the school FLO.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Scott Jarred', written in a cursive style.

Scott Jarred – Headteacher