



# Fleet Primary School

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Headteacher: Don McGibbon



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## Welcome Back

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**3<sup>rd</sup> September 2020**

Dear Parents and Carers,

I'd like to welcome you all back to Fleet for the Academic Year 2020-21 – and if you are a new family joining us, welcome to the fabulous Fleet community. I hope everyone had a great summer and was able to spend quality time with your children and families after what was a very strange end to the previous academic year. We are delighted to be able to open back up to all the children and get the children back to where they belong for their learning. The teachers have been busy over the last few weeks preparing and getting the school and their classes ready for life in a post covid-19 world while planning for an exciting new term with your children.

As I am sure you will appreciate due to the current situation with Covid-19 and the systems under which we are having to operate many of the things we would do in a 'normal' year are either having to be cancelled or changed to fit in with the guidelines and keep everyone safe – the children, the staff and you. I will attempt to explain the major information you will need for this term as things currently stand. Obviously, in the ever changing situation we are in, restrictions may increase or be relaxed at any point and as such we may need to make changes to the information in this letter. If anything does change we will attempt to communicate it to you as soon as we can.

### **Communication:**

Never has communication been more important than it is just now. Things can change so quickly and we need to get information to you all quickly and efficiently. Sending paper copies home is not practical or deemed sensible due to Covid as well as being very expensive. Therefore, this year we will continue to be paperless and send all letters, forms, leaflets etc, home via the school communication app, 'Parent Hub'. Most of you are now signed up to this but not all. Please if you have not signed up do so. The details are below. If you don't sign up, school pays to send the information by text instead and this incurs a large cost burden to the school. Once you have the app, please make sure notifications are switched on, this way when we send a message you are alerted. While it can sometimes be irritating if we have lots to send out and your phone is 'pinging' away, it's important you are alerted as some messages may be of high priority and need some kind of immediate action. Thanks in advance for your help with this.

### **Curriculum Meetings:**

We will not be holding face-to-face curriculum meetings this term. Next Friday we will send home the usual curriculum/Topic letter. This will detail the learning being covered this term and any specific notices for your child's class. This year, we will include a link on the letter to a video the teacher will have prepared that is of the presentation they would have given you in the meeting had it gone ahead. If following the letter and watching the video presentation you have any questions that have not been answered please send them in via email to the class teacher via the office ([admin@fleet.camden.sch.uk](mailto:admin@fleet.camden.sch.uk)).

### **Physical Activity:**

**PE lessons:** Due to Covid-19 restrictions, wherever possible we will be holding our PE session with Coach Keeley outside. We will only use the hall when the weather is poor and the children will then be focussing on activities that minimise close contact if indoors. To further reduce risks we would ask that on a Wednesday, when classes have their PE session with Coach Keeley, for the time being, that they come to school wearing their PE Kit – loose fitting trousers (e.g. jogging bottoms), a T-shirt, sweat-shirt and wearing shoes suitable for doing PE outside.

**Swimming:** For the time being, there will be no classes going swimming. We hope this will just be a temporary measure and as soon as we have had information from the swimming providers that measures are in place to allow lessons to resume we will make a decision if Y3-6 can recommence. Any change to this will be communicated as soon as we know more.

**Cycle Training:** Due to the staggered playtimes and lunchtimes all our outdoor areas are being used far more than usual. This means the whole school cycle training that would usually happen in the Autumn term is not possible – we do not have the outdoor space available. We hope to be able to review this if restrictions on bubbles change and will look to offer in Spring or Summer terms instead. Keep an eye on the weekly newsletter for information on weekend and holiday courses advertised there run by Camden.

## Term Dates for 2020-21

Please find the term dates below for the coming academic year.

Autumn Term		Spring Term		Summer Term	
Children Back	3 <sup>rd</sup> September	Children Back	Tuesday 5 <sup>th</sup> January	Children Back	Tuesday 20 <sup>th</sup> April
Half Term Week	26 <sup>th</sup> -30 <sup>th</sup> October	Half Term Week	15 <sup>th</sup> – 19 <sup>th</sup> February	Half Term Week	31 <sup>st</sup> May – 4 <sup>th</sup> June
Last day of Term (early close)	Friday 18 <sup>th</sup> December	Last day of Term (early close)	Thursday 1 <sup>st</sup> April	May Day Bank Holiday INSET Day – school closed Last day of Term (early close)	Monday 3 <sup>rd</sup> May Monday 7 <sup>th</sup> June Thursday 22 <sup>nd</sup> July

### Attendance

Prior to the lockdown, our attendance figures for last year were good and we were on track to reach our whole school target of 96%. However, there were still a number of children whose attendance levels were concerning. We know with this year and everyone's heightened vigilance around coughs and other symptoms as well as the guidance around Covid-19 testing and isolation that attendance is likely to be affected.

The children have missed a lot of schooling already due to the lockdown and it is, more than ever, really important they are in school as much as possible. If you are unsure about sending your child in due to an illness please call us and we can advise. In the case of covid-like symptoms (new persistent cough; temperature and/or loss of smell or taste) you must get your child tested and keep them isolated at home until the results come back (any siblings must also stay at home until the results come back). In the case of a negative result they (and their sibling) can return to school if well enough. In the case of a positive test they must remain at home for 10 days. The rest of the family must isolate for 14 days if they show no symptoms.

It is also vitally important, to maintain all of our safety that children are punctual and not crossing with other classes. Please ensure that you get your child to school no more than five minutes before the stated start time and no later.

I know we can do even better in attendance and punctuality. There were still a number of people who missed days at the end and beginning of terms and I would remind you that requests for leave at these times can only be authorised in exceptional circumstances – it's really important that children are in school as much as possible so that they don't miss out on valuable learning or important social interactions with their friends – especially after having missed so much. The new quarantine rules are also impacting children already by forcing them to miss 14 days through self-isolation on returning from certain countries. I would urge caution when thinking about booking overseas trips, even in the school holidays, for the time being.

The statistics on achievement compared to attendance is very clear - those with the best attendance give themselves the best chances to do well and we want all our children to do well.

### Staggered start and finish times:

As we communicated and operated before the summer we will have a staggered start and finish time system in place to ensure that contact between the different classes is kept to a minimum as per government and health guidance. Please see the table below for more detail on the specific start and finish times for each class. I know this is a real inconvenience for many of you and may seem arbitrary when you may be mixing with other families outside of school but I thank you for being patient with us and helping us by following the rules as they have been laid out.

We recognise that for many families where you may have siblings this can throw up problems – either times between drop offs being quite long or having children needing dropping at different entrances at different times. A solution to this is listed below.

We continue to ask that you do not come onto the site at drop off and pick up time unless your child is in EYFS or KS1 and to stick to the timings below. Parents should not come into the building – reception and nursery can come into their outdoor playground area for drop off and to help settle. Year 1 and 2 should either leave at the gate or if you do want to walk your child to their class initially as they get used to things ensure you drop them at the door.

Children will be able to enter the school/classroom 5 minutes before the start time in the table below. Do not arrive earlier than this nor congregate outside the main gate to wait. Please be prompt so that classes can get started and not have children coming in and interrupting the lessons. Remember that, if you are waiting, to socially distance from other families – if using the rear entrance to the school you can come into the car park to have more space.

### Families with more than one child:

**Different Start Times:** Whilst inconvenient, if you are in a position to be able to do drops offs at different times and gates as per the class list we would ask you to do this. However, we understand for some of you, usually for work reasons, this may not be possible. If that is the case you can do the following. Take your children in to school at the drop off time for the child who starts earliest. That child can go in to class. Any remaining children should go to the hall (via the door in the main school area – do not enter the hall

from the Infant playground side) and stay at the table designated for their class under the supervision of a member of staff. That staff member will then send them up to their class at the correct time. At collection, come at the time and location for the later child and you can then collect the earlier child from the hall via the hall door in the infant playground.

**Same start time but different entrances:** In this situation we would ask that you take one child to their entrance 5 minutes before the time listed on the table below – they will be able to go straight in to class at this time. Then you have 5 minutes to get your other child/ren to the other entrance.

Class	Teacher	Start Time	Finish Time	Entrance to use
Year 6	Oona Matheson	8.45am	3.15pm	Car Park – Junior Playground
Year 5	Holly Kingham	9.15am	3.45pm	Car Park – Junior Playground
Year 4	Ruth Hanfling & Lynley Benbetka	9am	3.30pm	Car Park – Junior Playground
Year 3	Sinead Costelloe	9.15am	3.45pm	Main Gate
Year 2	Rachel Webb	9am	3.30pm	Car Park - Nursery Gate
Year 1	Karen Coulter	8.45am	3.15pm	Main Gate
Reception*	Elizabeth Cleine	9am	3.30pm	Main Gate
Nursery*	Rebecca Combes & Nicola Budd	9.15am	3.20pm	Car Park - Nursery Gate

\*start dates and finish times will be built up to as part of the transition – separate letter with details was sent to you

### Head Teacher Coffee Morning and Open Mornings

For the time being we will not be holding any coffee or open mornings for KS1 or KS2. We hope to be able to at some point in the future if restrictions on the number of adults coming into school ease.

### Class Assemblies and Teas this term

Due to restrictions on having adults in the school building, the amount of space we have and the mixing of classes for this term there will be no class assemblies or teas. Instead each class will be recording a video of the work they have been doing through the term and this will be shared with the other classes towards the end of term in December. We will also send a link of the video home to you so you can enjoy celebrating the work they have done too as you would if you were coming to watch a class assembly. It will often most likely include examples of work, drama, dance and singing.

As things stand this will mean there will not be a Christmas show this year. Should any of these restrictions ease will reevaluate this decision.

### Year 5 and 6 Parents – Secondary Transfer ‘Meet the Parents’ Event

We will be going virtual for our annual Meet the Parents event this year in response to the pandemic. The webinar format will take place on Monday September 28th from 6.30 to 7.30pm. There will be a live online panel of families from the local state secondary schools frankly answering questions about their schools from parents deciding where to send their children for Year 7. Secondaries represented will be Acland Burghley, Haverstock, La Sainte Union, Parliament Hill and William Ellis. You will be able to submit questions online during the event. Parents in all year groups at Fleet are welcome to take part. We will send out details of the zoom link nearer the time. So they know the level of interest in advance, please register to take part through this eventbrite link: <https://www.eventbrite.com/e/meet-the-parents-at-fleet-primary-school-tickets-118428186895>

### Parents Evenings – KS1 & KS2

At Fleet we pride ourselves on the close relationship we foster with our families. As hard as you will be finding the new way of things in school in terms of lack of access I can assure you that the staff also miss the daily contact with you parents. We are aware that we won't have the same level of daily contact for passing on information that we would normally have. As a result we have decided to hold the Autumn term parents meetings much earlier than usual this year as an attempt to give teachers and parents time to touch base and connect. Over the first few weeks we will be carrying out baseline assessments to see where the children are after so much of their schooling was impacted last academic year. Once we have that information we will arrange the meetings to be able to communicate where. All classes in KS1 & KS2 will have meeting slots available to connect with each other, discuss your child's progress with you and look together at what they need moving forward. We are working on what format this meeting/discussion will take – socially distanced face-to-face, over Zoom, or on the phone. As soon as we have completed the risk assessments and timetabled them we will let you know so you can put it in your diary.

### Clubs

Due to our bubbles being kept separate and the staggered finish times we will be unable to offer any extra-curricular clubs for the time being. If we are able to relax these conditions we will re-evaluate.

### School Lunches

We welcomed a new head chef to school this term, Dee. She and her team are working hard providing a hot lunch each day that the children are able to eat either in their class, or when the weather permits, outside. This is because we cannot get all the

children through the dinner hall while performing the cleaning that would be required between classes coming in. I can assure you that the lunch offer is very good – I am eating and enjoying it every day!

The current cost for lunches is **£2.22** If you think you qualify for free school lunches please speak with Lisa in the office and she can advise you on how to apply. All children in Reception through to the end of Year 2 get a free school lunch but please register for free school meals anyway if you think you qualify (even though in those years it's free regardless of status) as a lot of school funding is based on the number of families who meet the government criteria for free school meals.

Please remember that if you wish to change your child from school lunches to packed lunches, or the other way, you must let the office know straight away. School is charged for all the school dinners produced and if we don't know a child has changed a lunch will be made for them which we will be charged for and will have to pass on the cost to you.

If you are sending your child in with a packed lunch please ensure it meets the requirement of the schools packed lunch policy. This can be found on the school website. If you would like a paper copy please ask Lisa in the office and she will print one for you.

### **Trips**

Trips and having visitors in to school are something that we always have front and centre in our creating curriculum offering. For this term we have made the decision to avoid any trips that would require the children to use public transport. We will still go on trips in the local area – for example to the Heath and any other locations that are within walking distance. In terms of visitors in to school, where these can be done via online link, for example using Zoom, we will. Where this is not possible, we will do a full risk assessment and if deemed safe we will have the visitor in school and do the session in school while observing strict social distancing from the visitor to minimise any risks.

### **Parent Governors**

Due to children leaving the school and moving on to secondary we currently have 2 vacancies for parent governors. This is a really vital role within the school. We will be sending out letters next week about these position. We would ask you all to consider nominating yourself or another parent (please ask them first though!) if you feel you can give the time and share your expertise.

I know there is a lot of information contained in this letter, and please do email or phone the office if you want to ask any questions or get clarity on anything contained in it. Let me say once again, thank you for all your support in such strange times. Now we just want to get on with doing what we are trained to do, provide the best possible education for your children. It is fantastic to have you all back, albeit in slightly different ways to before, and be able to get on with it!

Yours Sincerely,



Don McGibbon  
Head Teacher