



## Georgian Gardens CP School

Guildford Road  
Rustington, West Sussex  
BN16 3JJ

Telephone: 01903 771555 Fax: 01903 850746  
Email: [office@georgiangardens.w-sussex.sch.uk](mailto:office@georgiangardens.w-sussex.sch.uk)  
Website: [www.georgiangardens.w-sussex.sch.uk](http://www.georgiangardens.w-sussex.sch.uk)

Head Teacher: Miss A Bowers

Dear Families,

I hope you are well and have had a good summer holiday. We are very excited to see the children return to school next week! I know that many of you may have apprehensions about schools reopening, but again I would like to reassure you that we have put many measures in place to make the school as safe as possible for all staff and children. I have repeated the information that was sent out at the end of July in this letter to remind you all of the key information that must be followed as part of school reopening.

It is vital that parents work with us particularly in relation to the new staggered start and pick up times to ensure that we do not have any over-crowding on the site. Staff will be present each morning to make sure that everyone knows where they need to go! Please remember you will need to enter the site via the main gates and leave via the back ones.

Over the summer we have seen a lot of work completed at the school. We have new windows in the quad area and most excitingly our fantastic new library has been installed! Huge thanks to the PTA and local contributors who have helped this to happen! More info on this and lots of pictures to follow soon! Areas such as the library and climbing equipment will be used on a rota basis to ensure that our pupils still get to access the brilliant facilities at our school.

We also welcome some new staff to the school this term. Ms Chambers is our new PE HLTA, Ms Wakelin is our new RE HLTA and they will be working as a team to cover the teachers PPA. Mr Grace and Miss Cripps are joining our teaching assistant team. Mrs Thomas is also joining us as an additional teacher in the mornings in Year 6.

An information leaflet for parents from the Government has been sent with this letter. We have also sent a social story, which may be helpful to share with your child if they did not return to school last term. It explains some of the differences and emotions that they may experience in coming back to school. As always if you do have any concerns our team will be on hand to offer support wherever we can.

**We reopen school to all pupils on  
Monday 7<sup>th</sup> September**

**The remainder of this letter is a repeat of key information sent out before the  
holidays....**



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### **Most Important Bit**

You must not send your child to school if they or anyone in the house is showing any signs or symptoms of Covid-19. The current rules around household isolation for 14 days still stands, unless a clear test has been obtained.

Equally, if you have travelled abroad to a destination that requires quarantine on return we would ask that families adhere to this and do not send their child to school.

<https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors>

Please make sure that you inform the school if anyone in your house does become ill so that the appropriate guidelines can be followed to keep everyone safe.

### **Contact details**

Every year we update family contact information at the start of the school year. You will be given a form to complete on the first day of the autumn term, please make sure that this is returned on the second day of term.

### **Bubble System**

Since the school has been partially open we have been operating a bubble system to ensure that only smaller groups of pupils mix. In September each year group will be operating as its own bubble.

Movement around the school will be minimal and the use of any shared areas will be timetabled with cleaning regimes planned between uses. Staff movement between bubbles will also been reduced, but this is allowed within the new guidelines where staff doing this adhere to distancing protocols. This will allow us to provide a full curriculum and adequate supervision of pupils across the school where needed.

### **Travel to and from school**

We have been asked to advise parents not to use public transport on their travel to school. If this is an issue for you please let the school office know so that suitable risk assessments can be put in place.

Please be mindful of our neighbours during the drop off and pick up times, it is important that people stick to the current distancing measures on the approach to school as well as in the school grounds.

### **Queuing & One Way System**

We will be operating a queuing system at the entrance of the school. You should aim to join the queue at the times allocated below.

The one way system will include both main entrances to the school – You will need to enter through the main double gates to the car park and exit through the single gate at the rear of the car park. I know this may mean a slightly longer walk for some, but our priority is to keep a good flow of people and not create any crowding.

Please do not stand around in playgrounds and talk to other parents – we know this is tricky when you have not seen people for a long time, but we need to keep everyone moving!

Routes will be clearly signposted and staff will be available to make sure that people know where to go. If you have messages for the school please tell (or give a written note to) a person in a high viz pink jacket, who will make a note to pass it on to the teacher – the teachers will be very busy trying to get everyone into classrooms quickly!



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### **School Timings**

This time table has been created to ease congestion points at the start and end of the school day. Please make sure that you stick to the timings for your child/ren to make this work. IF YOU HAVE MORE THAN ONE CHILD AT THE SCHOOL PLEASE DROP OFF AND PICK UP ALL OF YOUR CHILDREN AT THE ALLOCATED TIME FOR THE ELDEST CHILD. Teachers will be in classrooms to supervise/ work with children until the rest of their class arrives.

We appreciate that on the first few days back all children may like their parents to walk them to their classroom door. Once routines have been established older pupils can be dropped at the front of the school and join the queuing system themselves. Again this will help to ease congestion.

Aim to join the queue at the following times:		
	Start	Finish
Year 6	8:30 am	2:45 pm
Year 5	8:35 am	2:50 pm
Year 4	8:40 am	2:55 pm
Year 3	8:45 am	3:00 pm
Year 2	8:50 am	3:05 pm
Year 1	8:55 am	3:10 pm
Year R *	9:00 am	3:15pm (When they start full time)

- Please see the previous letter from Mrs Meakins about the start of school for early years pupils – they are returning part time at first to introduce them to the school.

### **Entering the Building**

Parents and other visitors cannot enter the school building at this time without a pre-arranged appointment.

We will be inviting our volunteers who work with directly with pupils back after the autumn half term.

### **Uniform**

Children should return in full uniform from September. Please remember that this includes black shoes (not trainers). Hair bands etc should be small and in school colours.

PE Kit – Children will need to bring their PE in which they will change into for PE lessons. They should be taken home at the end of the week for washing.

Art Shirt – Please make sure your child has an old shirt/ t-shirt in their PE kit which they can use for Art. We have previously had spare PE kit and Art shirts in school which the children have borrowed – under the current circumstances they will only be able to use their own.

### **What to bring to school**

Back packs are now allowed – please be mindful of the size of bags when purchasing as our cloakrooms are small!

Lunchbox if not having a school meal.

Named water bottle.

Art Shirt

PE Kit

Coat/ sunhat (if needed).

Snack (fruit please).\*



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Year 6 pupils who walk alone are allowed to bring their phone – which MUST be handed in to their teacher at the start of the day.  
Children will be allowed to bring home reading books.  
Medication (If your child requires medication such as inhalers or epi pens – please hand this to the teacher on first day of return). They will have a form for you to complete.

Please note that NOTHING else should be brought into school. We are sticking to the essentials only.  
Please DO NOT send anything like pencil cases in – we are actually providing every child with their own set of stationary in a pencil case from the school to help reduce the use of shared resources.

\*Free fruit for KS1 will commence during the 1<sup>st</sup> week back. Please send fruit with your child in the first week as we are unsure of the exact start date.

### **Masks**

Government advice states that primary school children should not wear masks in school. If you wish your child to wear a mask on the way to school, they should be removed on arrival and placed in a plastic bag that the wearer has brought with them in order to take it home. The wearer must then clean their hands. It is stated that face covering should not be worn by primary pupils in school as it may inadvertently increase the risk of transmission.<sup>1</sup>

Adults who visit the school during school hours may be asked to wear a mask.

### **Lunch and Break times**

Breaktimes will be held on a rota basis with children from each year group bubble having separate breaks. Our climbing frames will be open on a rota basis (to allow cleaning between groups). Please remember that no one should be using the equipment before or after school.  
KS2 pupils will eat in their classrooms. Hot meals will be served alongside the packed lunches in classrooms.

Early Years and KS1 meals will be served in the hall, again on a rota basis with one bubble in the hall at a time. Cleaning is arranged between sittings.  
Please note that due to the nature of staggered lunchtime it will be really important for all pupils to bring a fruit snack for mid morning.

Children will use their indoor water bottle at lunchtime as well as during the school day. Bottles can be refilled at school, as all of our taps are drinking water. (Please note that the old water fountains are being turned into additional, outdoor handwashing sinks for children as it would no longer be suitable to use shared water fountains). Please note that the children should fill their water bottle inside and not from the outdoor taps.

### **Hot meals**

Normal hot meal arrangements will resume. This will mean that the school will order hot meals for children eligible for Free School Meals in Years R-6 and also for children in Years R-2 through the Universal Free School Meal scheme. If your child is moving from Year 2 to Year 3 in September and is not eligible for Free School Meals then you will need to register and order hot meals directly with Chartwells <https://westsussex.mealselector.co.uk/>

Year R and 1 will eat in the hall on a staggered basis. All other year groups will eat in their classroom (both hot and cold meals)



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### **Clubs and Wrap Around Care**

We have been asked to advise parents to limit the number of wrap around care/ outside clubs that your child attends. We will be working with our wrap around care providers to ensure that protocols are in place around minimizing risk.

We will not be running any school clubs in the first half of the autumn term. This includes breakfast club, so if your child used to attend, please make sure they have a good breakfast before coming to school.

### **Trips**

There are no planned school trips in the autumn term. We will be able to utilize the local community for walking visits if the conditions are acceptable for these to go ahead. Teachers may invite providers who are able to demonstrate their appropriate risk assessments into school for events.

### **Behaviour Expectations**

We will be spending the first couple of days with teachers getting to know their new classes and re-establishing routines and behaviour expectations. In addition to our usual high expectations, pupils will be expected to adhere to the additional provisions around hygiene practices (hand washing, use of tissues, covering mouth if coughing/ sneezing etc.) They will also be expected to stay within their allocated areas and follow all guidelines that they are given in relation to the safe use of equipment and teaching spaces. Whilst the size of classrooms do not allow for full social distancing we will be teaching the children that there should be no physical contact between themselves or with a member of staff (we know that this is trickier with younger pupils and may be needed at times).

### **Attendance**

Attendance returns to being compulsory from September. As before please make sure you inform the office with a reason for any absence. The county are reinstating Fixed Penalty Notices related to persistent attendance from next term. You will already know that at Georgian Gardens, we work extensively with parents to ensure that issues around attendance are dealt with early on wherever possible to support good attendance.

### **How you can help us!**

We all need to be flexible and patient at this time. Please make sure you stick to the routines outlined and remember that we may need to review these at any point to make improvements if need be, to help keep everyone as safe as possible.

Best Wishes

Miss Bowers  
Headteacher



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