NEWSLETTER 01
4th September 2020
rodeandnortonschoolfederation.co.uk

Rode Early Bird and Stay and Play Team
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OFSTED Registration: EY489041

A WARM WELCOME BACK EVERYONE!

It is with great excitement that my staff and I prepare to welcome back **all** our children from Reception to Year 4. We appreciate that for some of you this may be a daunting time but please be assured that both our schools are safe, ready and raring to go to resume our learning adventures together. If you have any concerns or questions please don't hesitate to email me directly over the weekend on ctommey@educ.somerset.gov.uk. I will endeavour to reply to you before the start of term on Monday.

WHAT IS IN PLACE AT SCHOOL TO KEEP MY CHILDREN, MYSELF AND THE STAFF SAFE?

The full answer to the above question can be found in the attached Risk Assessment for Full Opening of School September 2020 during COVID-19 pandemic and it is **very important** that you read at least the parts highlighted in blue. Although many things about school remain as they were pre-Covid there are some important changes of which you and your child need to be aware before returning to school.

- If your child has any **symptoms** of coronavirus: a high temperature, a new, continuous cough, and loss of or change to taste or smell; do not send them to school and follow **test** guidance set out in Appendix 1 at the end of the attached Risk Assessment.
- If you or anyone in your household have any symptoms of coronavirus: a high temperature, a new, continuous cough, and loss of or change to taste or smell; do not send your child to school
- Your child must **only** bring the following items into school:
    - A water bottle if they are in Y2, Y3 or Y4. Water will be provided for children in Reception & Y1
    - A bookbag containing school reading book and any other item requested by their class teacher
    - A lunch box if you have not requested school lunches for your child
    - Named medication when needed. Please notify your class teacher and Sam Nicol on snicol@educ.somerset.gov.uk if this is required.
- We will minimise the risk of transmission of Covid-19 by maintaining **class-sized bubbles** during school times. Children will be kept separate from children and staff in other class bubbles. This will be the case all the way through the school day.
- Where possible during wrap around care, bus travel and PA Club bubbles will be kept separate, but please be aware that this may not always be possible. Whenever this isn't possible social distancing will be encouraged.
- **Uniform** is encouraged but optional until November 2nd. Your class teacher will inform you of the days when your child should come into school wearing joggers,

trainers, t-shirt & hoodie or jumper ready for PE. No PE kits should be kept in school or brought into school.

- Parents must remain **socially distanced (2m)** from other adults and member staff at all times at drop off and pick up.
- Parents must **not** come into the main school buildings except by prior appointment.
- If your child is catching the **minibus** from Norton St Philip children should wait in the coned off area by the main entrance.
- Parents should **not** drive around or park on the Green at NSP to enable safe social distancing at all times.
- If your child is catching the bus from Rode parents must drop them off or collect them from the Bus Escort in the courtyard and must keep the courtyard and the cross-hatched zone outside school clear at all times.
- Children will use the **hand sanitisers** before getting onto our minibus.

- Children & parents must use the **hand sanitisers** on entry to our sites.
- Children should **not** wear masks on school site or whilst travelling on our minibus.
- Members of staff will always be available to answer any questions and to allay any concerns you or your children may have whilst we all transition to our 'new normal'.

A REMINDER OF CHANGES TO THE START & FINISH TIMES AT RODE

In order to facilitate parents wishing to drop their children off & pick up at both our sites we have made the decision to change the drop off and pick up times at Rode School. The changes are as follows from September:-
At Rode for Paddington, Wild Things and BFG Classes:-

- School gates will open at **8.35am.**
- School will finish at **3.00pm.**
- Anyone who has difficulty collecting at that time will be able to use our Stay and Play provision provided by Ian Groves at Rode (see above).

AT NSP for Gruffalo and Elmer Classes:-

- School gates will open at **8.50a.m**
- School will finish at **3.15pm**

LINES OF COMMUNICATION WITH TEACHERS

Here are the email addresses of all teaching staff. If you choose to email teachers, we request that you comply with the following protocols: -

Parents will

- Always be respectful, measured and cordial
- Not expect an immediate reply (see below)
- In an emergency, where an immediate response is needed, contact the school office by telephone.

- If your child is in Gruffalo, Wild Things or Paddington Class always copy your email to both class teachers.

Teachers will

- Always reply in a professional manner.
- Only read emails after 8am and before 6pm on working days (unless they choose to do otherwise)
- Send a reply within one working day (24 hours) of receipt. This may be a holding email, a request for a meeting or a full reply. (Please note that not all staff work all week and they will only be expected to reply on one of their working days).
- For a more complicated email a full response must be received by the parents within **five** working days.
- Copy the Headteacher into all more complicated replies, concerns or complaints.
- Where applicable copy job-share into all emails to and from parents.
- Forward any disrespectful emails to the Headteacher for response.
- Copy the school office team and Headteacher into all whole class organisational emails.

Teacher Email addresses are as follows:-

- Mrs Muxworthy in Gruffalo Class: gmuxworthy@educ.somerset.gov.uk
- Mrs George in Gruffalo Class: jageorge@educ.somerset.gov.uk
- Mrs Philips in Elmer Class: vphilips@educ.somerset.gov.uk
- Mrs Duncan and Mrs Opie in Paddington Class: ncduncan@educ.somerset.gov.uk aopie@educ.somerset.gov.uk
- Miss Anderson and Mrs Vowell in The Wild Things Class: danderson1@educ.somerset.gov.uk cvowell@educ.somerset.gov.uk
- Mrs Slade in BFG Class: kslade@educ.somerset.gov.uk
- Zoe Manifold, Performing Arts Teacher: zmanifold@educ.somerset.gov.uk
- Zoe Manifold Performing Arts Club: lemonlightningkids@gmail.co.uk
- Mrs Rylatt as SENCO: senco.sch286@educ.somerset.gov.uk

EV5 – PARENT/CARER CONSENT FORM FOR AN EXTERNAL VISIT

Pupils in Years 1 – 4 will shortly receive a hard copy of the annual consent form for all activities, trips and visits which take place during school hours e.g. Sports tournaments, music events and festivals, museum visits and local places of interest. These activities will commence when it is safe to do so.
The EV5 serves several important functions as it:-

- Confirms your agreement to your child's participation in the planned visits. (Full details will be issued at time of event)

- Gives the supervising staff immediate information on how to contact you in an emergency.
- Contains information about your child together with your consent to medical treatment if required.
- Advises you that the Somerset County Council will NOT necessarily be legally liable for every type of loss suffered by a child whilst on a visit.

If you wish to discuss any of the contents of the form, please contact the school office.
To enable your child to participate in visits/activities this year it is essential that you complete & return this form asap.

REMINDERS

Late arrivals – MUST report to the office to be marked as present in the register.

Medicine In School – Staff can only administer medicine to pupils who require medicine during the school day. Parents must complete a 'Request to Administer Medication Form' available by email from the school office. Your child's name must be clearly labelled by a doctor or health professional on all prescribed medication. All medication must be in date and in the original container/packaging.

No cakes or nuts – Unfortunately due to a number of children having medical conditions and allergies Rode School is a **nut free zone**. We have pupils with nut allergies and therefore lunch boxes MUST not contain nuts or food made from nuts.

Infection control in school - If your child is suffering from diarrhoea and/or sickness they must remain absent from school for **48 hours** from the last episode of diarrhoea or sickness.

Uniform labels – please ensure all your child's uniform is labelled clearly with their name.

Jewellery – Pupils must NOT wear jewellery with the exception of a watch and stud earrings. Long hair must be tired back at all times.

Car parking – Parents and carers are asked to park considerately outside both schools and ensure their vehicle is not causing an obstruction to other vehicles or the school's neighbours. At Norton St Philip parents and carers are requested not to park on The Green or adjacent to the Rectory wall. At Rode School parents and carers must not park on the Zig Zag lined area outside the school building.