



St Bartholomew's CE Multi Academy Trust  
Sedgley Road  
Penn  
Wolverhampton  
West Midlands  
WV4 5LG

## Woodfield Primary School

Headteacher: Philip Salisbury  
Telephone: 01902 558835  
Email: [woodfieldprimary@wolverhampton.gov.uk](mailto:woodfieldprimary@wolverhampton.gov.uk)



Wednesday, 24 February 2021

Dear Parents/Carers,

I hope everyone managed to have a bit of a break this half term, whether from work, school or home schooling, and have managed to keep yourselves safe. As I am sure you will know by now, the government released their roadmap out of lockdown yesterday, and the detail for school was contained within. We are really pleased to be welcoming **all** children back to school from **Monday 8<sup>th</sup> March**. We know how hard this has been for many people, and school has not been the same without all the children.

For the school, the situation is very similar to the one we faced in September 2020, when all the children first came back after the summer. We have again updated our risk assessment (which will be available on our website) and have made our school as safe as it can be for your children. We have every confidence that the children will return to school as they did in September: sensibly and with minimal fuss. We have faith in your children's ability to adapt, but school will not look any different to them than it did in September, as all the timings and routines are the same. I think it would be a good idea to remind you about some of the procedures we have in place:

- We will retain the same start and end times as we did in September (please see table below).
- Children will be in year groups as much as possible and will stay in these groups throughout the day. There will be limited mixing of these groups, and only when it is unavoidable.
- Your child will use the same entrance, at the same time, as they did in September. On entering the school, the children will sanitise their hands and there will be regular hand washing throughout the day. All children will be reminded of these routines when they return.
- Please be punctual for your child, and please don't wait at the school gates. After your child has been dropped off, please leave the area as quickly as you can, as we do not want groups of people congregating outside the school premises. Reception, nursery and Year 1 parents will be allowed to come into the infant playground, but all other parents will be asked to stay off site. Please ensure only one parent or adult brings the child to school. If you are not there for the allocated time, your child will have to wait 15 minutes to leave. After that, they will be taken to After School Club and a charge will be applied. We have to do this in order to try to ensure minimum risk of mixing bubbles.
- When collecting your child, we ask that you try to maintain social distancing while waiting. KS2 children will be dismissed from where they entered the school.
- The school office will remain closed to parents, although you will still be able to phone the school. We are now using the SIMS Parent app, so please make sure you have this.
- There will be no social distancing in school for children within their group. However, staff will maintain their distance as much as possible from children and other adults alike. Hygiene rules will be strictly adhered to and the children will soon get used to these new routines.
- Attendance is now compulsory. Usual procedures for absence apply, so please ensure you notify us if your child is absent.
- Should a child display symptoms of Covid, there is a clear process for what then happens. In the event of a positive test, all the children in that group will be notified and will be asked to self-isolate. Please see the guidance here: <https://111.nhs.uk/covid-19/>
- The children will have their own resources at school, but we will be returning to using the library and books will be allowed home. Book bags can be used as normal. Please ensure any books taken before lockdown are returned to school as soon as possible.



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- Our teachers will be planning their teaching as usual, but obviously we will be addressing any gaps in the learning that may have occurred.
- Breakfast and after school club is open as usual. Please contact the school office for details.
- School meals will be a packed lunch until Easter, although we will be continuing with the hot meals as we did in the weeks before Christmas. All children entitled to free school meals will continue to receive them.
- On the days your child has PE, they should come into school in their PE kit. We will not be keeping any lost property and children will not be able to borrow kit, so please make sure your children have the correct kit. Can you also make sure they have a jumper and tracksuit bottoms to wear for when they are back in the classroom.

Entrance	Year Group	Start	Lunch	Finish
Red	Reception	8:30	11:30 – 12:30	3:00
Green	Y1	8:45	11:30 – 12:30	3:15
Blue	Y2	9:00	12:30 – 1:30	3:30
Pink	Y3	8:45	12:00 – 1:00	3:15
Purple	Y4	8:30	11:30 – 12:30	3:00
Purple	Y5	8:45	12:00 – 1:00	3:15
Purple	Y6	9:00	12:30 – 1:30	3:30

I hope that this covers everything and answers all of your questions. We are desperate to get your children back to school, and I know we will face the challenge the same way we have faced all the challenges the last few months have presented us; with patience, care and understanding.

Yours sincerely

Philip Salisbury  
 Headteacher