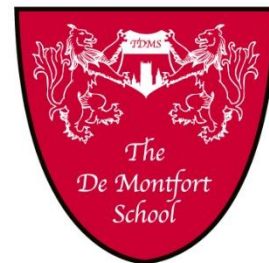


The De Montfort School

UNLOCKING YOUR CHILD'S POTENTIAL



Four Pools Road, Evesham, Worcestershire, WR11 1DQ | Telephone: 01386 442060

Subject: TDMS educational provision from June 1st 2020

Updated 21st May 2020 – (please see sections in red – Q8 and Q9 have been slightly amended to improve clarity and there is a new additional question and answer - Q14 regarding masks)

Dear Parent/Carer,

May I start by saying that I do hope that you are all well and managing to stay safe.

At the moment, we are unable to guarantee provision for Year 6, until we have further information from the government in order to satisfy the need for safety for all of our children and our staff. Indeed the government has promised more information at the end of May.

On the assumption that we get further information and the assurances that we need, we have outlined in this letter how we would set about re-opening for our Year 6 children, whilst still continuing the current provision for our vulnerable children and the children of key workers.

Please note that although the DfE has “provided planning guidance for schools, schools are not required to use this guide, and may choose to follow alternative approaches in preparing for wider opening, or to use some sections of this guidance alongside other approaches.”

We have taken into consideration all of the guidance, but we are able to best support the safe return of our children and staff by taking into consideration our facilities and staffing, which are significantly different from mainstream primary schools.

To facilitate clarity, I have tried to address the main questions that I believe parents will be asking. We all understand that this is going to be a very anxious time for the children and you and indeed our staff, so we have constructed a system that is not going to be perfect but will be as safe as possible.

1. My child has been attending school throughout lockdown, can they still attend?

Yes, throughout the lockdown we have supported the children of key workers and vulnerable children and they continue to be priority. These children will continue to be accommodated in a separate group.

2. How will my Year 6 child's class be taught ensuring social distancing and safety?

We are in a unique position, given our larger facilities, to retain our normal teaching group sizes and yet still be able to maintain effective social distancing of 2m minimum between all students and all staff.






The Local Authority has agreed that we are able to work outside the standard 12-15 maximum group size restriction, given our favourable facilities.

Headteacher: Guy Nichols BSocSC (Econ), NPQH

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Year 6 will be divided into five distinct “classrooms” based on their English class, operating as follows:

Classroom	Group	Colour coding
Dance Studio	6a1	
Small Hall	6a2	
Large Hall	6a3	
Drama Theatre	6a4	
PS5	6a5	

There will be a sixth “classroom” (purple) for the skeleton school, which will be in our science block.

Each child will have their own, single, designated table/work-station, clearly labelled, that no-one else will use. This will be their station for all of their lessons. Your child must not, under any circumstances move from this station, unless instructed to do so by a member of staff.

Behaviour expectations will be made very clear to the children and their questions answered at the very beginning of the phased return to school.

This has multiple advantages:

- Movement is absolutely minimised
- Our children will experience the least disruption possible, being in their usual class group
- We avoid having to split class groups into 3 mini classes (which most primaries are having to do)
- Designated/fewer staff per “classroom group” increases the safety for both children and staff
- This retains classes and their teachers in clear groupings not mixing with other children
- Behaviour expectations can be clear, so children and staff have significantly less risk
- We can maximise ventilation and the effectiveness of cleaning

3. Do I have to send my child into school?

No, you are able to decide whether you intend to send your child back to school at this stage. The government has made it clear that they would like all Year 6 children to return to school, but they will not penalise any parents who do not send their child back.

Under the Coronavirus Act 2020, we have relaxed the law so that the parent of a child of compulsory school age is not guilty of an offence on account of the child’s failure to attend regularly at the school at which the child is registered (section 444 of the Education Act 1996). This means that parents will not be penalised if their child does not attend school.

4. Can I wait and send my child back a little later?

Yes, remember this is your decision and if you are not initially happy to send your child back to school, you do not have to.

We have divided the final term into three “waves” so you can decide to send your child back in Wave One or wait until Wave Two or Wave Three. Waves One and Two, each last a fortnight, with Wave Three being three weeks, as shown in the table below.

With the system we have devised below, you can make your decision in the light of your personal circumstances and the state of the outbreak.

So, for example, if you decide, during the course of Wave One, that you wish to send your child in to school for Wave Two, using the table below you can see that you would need to contact us at the school by 4 p.m. on Thursday 11th June 2020. In this way, we can plan your child’s safe reintegration for Wave Two.

Wave	Deadline for your confirmation Yes or No to TDMS	Dates
One	4 p.m. Thursday 21 st May 2020	Monday June 1 st – Friday June 12 th
Two	4 p.m. Thursday 11 th June 2020	Monday June 15 th – Friday June 26 th
Three	4 p.m. Thursday 25 th June 2020	Monday June 29 th – Friday July 17 th

5. Will my Year 6 child still get work provided if they are not in school?

Yes, the school will continue to provide some work for those Year 6 children that are not in, but naturally this will not be quite as frequent as it has been during lockdown, as the staff will also be in school teaching the Year 6 children who are in.

6. What will happen regarding toilets and hand washing?

Please see the attached map.

Each class group will have their own designated toilet area. Students will be permitted to go to the toilet during the day rather than just at break/lunchtime, as this enables a smoother flow. We are aware that only 2 children can safely social distance at any one time in the toilets, given the constraints on space. Naturally, we will expect students to understand the necessity for this arrangement and behave accordingly. We intend to follow the government guidelines on hand washing on a regular basis and therefore students would wash their hands at the start and end of each day and as they go to and return from breaks.

7. What about arrival and exit each day?

Please see the attached map.

To maximise safety, we have organised as many (colour coded) different entry and exit points as possible.

It is important that your child arrives at the right times (see schedules below). We cannot accommodate children outside of these times (either earlier or later) for safety reasons.

8. Is it sensible to have a staggered start to the return and shorter days to help us achieve this onus of responsibility placed upon the children?

Yes, given the length of time our children have been out of school and given they will have to get used to some very big social distancing constraints, it is very essential to have a shorter day and a staggered return to school as shown below:

Wave One (two weeks) - Monday June 1st – Friday June 12th

Week 1 (1 st - 5 th June)	Morning session 9.30 a.m. – 11.30 a.m.	Afternoon session 12.00 p.m. – 2.00 p.m.
Monday	Staff + skeleton school only	6a1 + skeleton school
Tuesday	6a2 + skeleton school	6a3 + skeleton school
Wednesday	6a4 + skeleton school	6a5 + skeleton school
Thursday	Staff + skeleton school only	6a1 and 6a2 + skeleton school
Friday	6a3, 6a4 and 6a5 + skeleton school	Review of week 1 - skeleton school only

Please note: For Week 1, only the skeleton school will be in school during lunchtime.

Assuming Week 1 has gone 100% smoothly, from **Week 2**, we will increase the provision as follows:

Week 2 (8 th - 12 th June)	Morning 9.30 a.m. – 11.30 a.m. and Afternoon 12.00 p.m. – 2.00 p.m.
Monday	6a1 and 6a2 + skeleton school
Tuesday	6a3, 6a4 and 6a5 + skeleton school
Wednesday	6a1 and 6a2 + skeleton school
Thursday	6a3, 6a4 and 6a5 + skeleton school
Friday	Skeleton school only

Wave Two (two weeks) - Monday June 15th – Friday June 26th

From **Wave Two**, we are hoping to be able to further increase provision, in line with our determination to support as many Year 6 children alongside out skeleton provision as we can.

The structure of the week (from Wave Two onwards until the end of term) will be as follows:

Day	Arrival	Period 1	Break	Period 2	Lunch	Period 3	Break	Period 4	Exit
Monday	9.30 a.m.	9.45 a.m.	10.30 a.m.	10.45 a.m.	11.30 a.m.	12.15 p.m.	1.00 p.m.	1.15 p.m.	2.00 p.m.
Tuesday	9.30 a.m.	9.45 a.m.	10.30 a.m.	10.45 a.m.	11.30 a.m.	12.15 p.m.	1.00 p.m.	1.15 p.m.	2.00 p.m.
Wednesday	9.30 a.m.	9.45 a.m.	10.30 a.m.	10.45 a.m.	11.30 a.m.	12.15 p.m.	1.00 p.m.	1.15 p.m.	2.00 p.m.
Thursday	9.30 a.m.	9.45 a.m.	10.30 a.m.	10.45 a.m.	11.30 a.m.	12.15 p.m.	1.00 p.m.	1.15 p.m.	2.00 p.m.
Friday	9.30 a.m.	9.45 a.m.	10.30 a.m.	10.45 a.m.	11.30 a.m.	No school – review of operations			

9. What will happen regarding breaks and lunchtimes?

Please see the attached map.

In Wave One, Week One: Monday June 1st – Friday June 5th

Children will be at home during lunch, unless part of the skeleton group.

From Wave One, Week Two: Monday June 8th – Friday June 12th

We ask that your child brings a packed lunch with them as we will find it much more difficult to facilitate normal lunchtime arrangements.

We are going to insist that the children eat their lunch at their work-station, enabling them to then keep their lunchboxes safe in their bags

Each of the 6 classes will have a zone for their break/lunchtimes. They will not be able, I'm afraid, to play on our normal play equipment or play football, as we cannot assure social distancing with football. We will ensure that they understand that they can chat with their friends within their specific class group, but at the 2m social distance.

We will provide a packed lunch for those children eligible for a **Free School Meal**.

10. Will my child be expected to wear school uniform?

No, given the guidance for clothes to be washed daily, we want to support parents. Therefore your child should wear suitable, comfortable clothes that facilitate daily laundering.

11. Does my child need to bring any PE kit?

No, unfortunately, for this half term we will not be able to run any PE lessons, given the constraints on changing rooms and so on. Exercise per day has no limitations, so we expect the children to be able to get their exercise outside of the school day and by walking/cycling/scootering to school.

Please note, that if your child does cycle/scoot to school, their bikes/scooters will be stored close to their main classroom. Please do ensure they bring the usual locking device. The school cannot take any liability for any loss.

Please also indicate if your child will be cycling/scootering to school on the form via the link at the bottom of this letter.

12. Does my child need to bring in their books/stationery?

Your child will be given an exercise book to keep at their designated work station. We will also provide a pencil, ruler, pencil sharpener and rubber, all of which will be kept at their station.

13. What does my child do with their bag?

We recommend that children bring as little as possible, other than a bottle of water and their lunch. They will need to keep their bags at their work station. At break and lunch, bags will remain at the work station. Children will eat at their designated work station and then be able to go outside to a designated zone for their class.

Please note that lockers will not be in use so mobile phones must be kept safe by your child, if they bring them. The school cannot accept any liability for mobile phones.

14. Should my child be wearing a face mask when they return to school?

No, given current guidance, the wearing of face masks for staff and children returning to school is not recommended at this time. However, we will, of course, review the school's position on the wearing of masks, if the guidance changes. The critical messages we all need to abide by are regarding the need to social distance and the effective and frequent washing of hands.

15. How will the school deal with any poor behaviour, in particular any children who completely disregard social distancing instructions?

We are in exceptional times and social distancing has to be observed for everyone's safety. In addition, we will not be able to operate our normal isolation process. Therefore, poor behaviour will not be tolerated and your child would be sent home or have to be collected immediately. From then on, they would need to work at home using the home learning work being provided.

16. What about safety (social distancing) to and from school?

This is a big concern for us at TDMS. Children have naturally found it very difficult to maintain social distancing when not being monitored.

We do not, however, want parents dropping off and collecting their children in large numbers as this will make social distancing even more difficult to achieve. We will, constantly remind the children of the very real risks of further transmission of the virus, if they do not stay apart and we would ask that you insist upon the same, so we are all delivering the same message.

Any parent/carer that does decide to pick up their child will need to socially distance outside the designated entrance/exit for their child. Please do avoid picking up your child unless you believe it to be essential.

Children will need to make their way quickly and directly home and not hang around for their friends. We have been asked to try to minimise our need for public transport, as there are major demands from the much younger children and certain other schools which are really reliant on it.

17. My child is not in Year 6, but is vulnerable and/or we are key workers, do they still come in?

Yes, we will continue to maintain a small skeleton school. However, given the constraints placed upon us by having Year 6s, the skeleton school will begin at 9.45 a.m. and finish at 2.15 p.m.

18. Will school still be open this coming half term?

No, we really need the time to ensure the school is fully prepared; moving tables, chairs, sorting exercise books and stationery and also ensuring that the staff who have been operating the skeleton school non-stop since March have a short break.

19. My child is in Year 10/12, is there likely to be any time in school for them next term?

We are constantly reviewing our provision for these critical year groups, but we would ask for your patience regarding formal immediate plans. TDMS is an exception, given we have Year 6 as well as the expectation to continue to support the children of key workers and those that are vulnerable. Our capacity to provide support for Year 10/12 this coming term is, therefore, going to be much more difficult than for secondary schools.

That said, we will, however, be looking to have some in school time or certainly some face to face virtual time for our Year 10s/12s before the end of the term and we will be in contact regarding our plans as soon as we have something concrete to share with you. In the meantime, our staff will continue to provide the excellent resources, support and guidance online. If you have any concerns regarding your child's education in Year 10 or Year 12 please do contact us, firstly via Miss Green or Mr Hopkins.

We are looking at the introduction of video lessons, probably via Google Meet, for Year 10 and 12 and will be sending you more details regarding this soon.

In the meantime for Years 10/12 and indeed for all other year groups, we would appreciate your full support in ensuring your child is completing the work that staff have been setting, so that we are continuing to minimise any lost learning during the lockdown.

20. Other schools are operating differently to TDMS, why is this?

Schools have been in constant contact with each other to help support the best possible decision making. However, each school has completely different circumstances and will therefore have its own systems based on its own needs.

21. I am worried about my child's welfare at this time, what support is in place at the school?

We fully understand that students may well be anxious and may need some extra support. We will, of course, have measures in place to provide the additional pastoral and counselling support should your child need it.

22. What happens if my child falls ill during the day?

Your child will be taken to an area where they can be kept isolated. You will be contacted immediately with a view to getting your child collected as a matter of urgency or to obtain your permission for your child to make their own way home.

Parents must not send their child into school if they feel unwell.

Please ensure we have up to date emergency numbers when you complete the form.

23. What do I need to do next?

If your child is in Year 6, it is essential that you complete the form using the link

<https://forms.gle/jP19fBt71zFELbNw6>

Please return by Thursday 21st May 4 p.m. at the latest to enable us to plan fully.

This form confirms:

- a) Your decision to send/not send your child in to school for Wave One, initially
- b) Your child will/will not be travelling by bike/scooter
- c) Your understanding regarding getting to/from school
- d) Your understanding regarding lunch, uniform, bags, books, stationery
- e) Your understanding regarding liability for mobiles, bikes, scooters
- f) Your understanding that the school reserves the right to send your child home if they ignore reminders regarding social distancing and/or if your child's behaviour is such that it places themselves or any others at risk of harm

Please do continue to take care and remember we are here to support you and your child through this difficult time.

Yours sincerely,



Guy Nichols
Headteacher