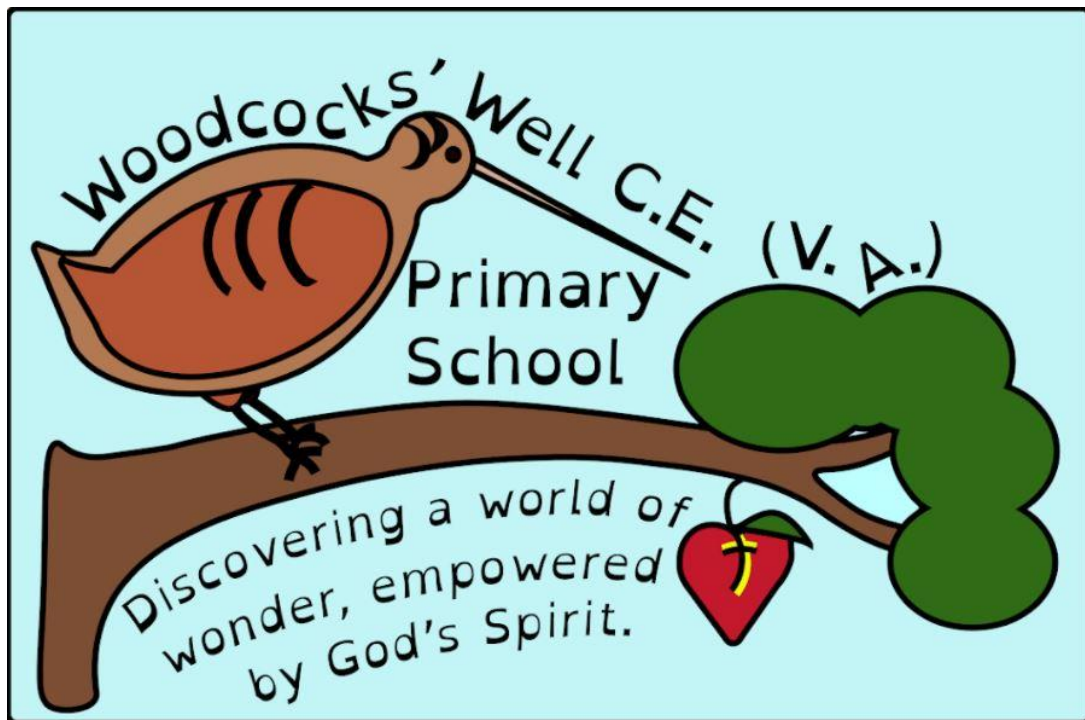


Woodcock's Well CE (VA) Primary School

# A Parents' Guide to Returning to School



September 2022



Dear Parents and Carers,

This booklet will hopefully cover everything you need to know for coming back to school in September.

2022/2023 will be our first academic year with no Government Covid restrictions in place although we will still be following and promoting the latest Government advice:

1. Get vaccinated.
2. Let fresh air in if meeting others indoors.
3. Practise good hygiene:
  - wash your hands
  - cover your coughs and sneezes
  - clean your surroundings frequently

After reading this booklet, if you have any further questions about your child's return to school then please email me directly:  
[head@woodcockswell.cheshire.sch.uk](mailto:head@woodcockswell.cheshire.sch.uk)

Warmest Regards,

Mrs S. Beckett  
Headteacher

## **When will my child return to school?**

All children will return to school full-time from Monday 5<sup>th</sup> September 2022. Thursday 1<sup>st</sup> September and Friday 2<sup>nd</sup> September are teacher INSET days.

## **Attendance**

The Department for Education (DFE) have released further information with regards to the school day and expect children to be in school for 32.5 hours per week.

Children must be at school for 8:45 am and registers will close at 8:55. Our school day will still end at 3:15pm. Due to the structure of our timetable for 2022/2023 teachers will be in class delivering teaching points at 8:45am, therefore, other members of school staff will be at the gates in the morning.

The school gates will be locked at 8:55 although the car park will not be locked until 9am due to Adventure Clubs not starting until 9am. Children arriving at 8:55 will need to enter via the main entrance and will receive a late mark.

The attendance target, set by the government, is 97%

There is a current consultation around attendance. If the proposed changes are agreed at central government, the DFE will be able to access a school's attendance data and will automatically issue fines.

Holidays, unless in exceptional circumstances, will not be authorised and fines will be re-instated as of the 1<sup>st</sup> of September.

As per our attendance policy, families who have attendance below our target will be invited in for a meeting and may require an intervention to be put in place.

## **Illness**

If your child is ill please contact the school office by 9am to inform us of this. Our number is 01782 512323. You are able to leave an answerphone message if no-one is available to answer the phone.

## **Communication**

As of September 2022, we will be moving to a new management system called Arbor. Eventually all payments and communication methods will be through 'one system'. I know that this was a clear target to be addressed from the parent questionnaire sent earlier this year.

We will no longer be using Class Dojo. Pictures will be posted on Facebook, for those children who have permission, as this will enable more people to see the wonderful learning our children take part in.

Communication with staff will not be affected as you are able to email directly. Staff will not respond out of hours. During school holidays, out of office emails will direct you to myself and I aim to respond within 72 hours.

Staff email addresses:

Mrs Beckett - Headteacher/SENCO - [head@woodcockswell.cheshire.sch.uk](mailto:head@woodcockswell.cheshire.sch.uk)

Mrs Timmis - Office Manager - [admin@woodcockswell.cheshire.sch.uk](mailto:admin@woodcockswell.cheshire.sch.uk)

Mrs Jackson - PPA Lead - [vbooth@woodcockswell.cheshire.sch.uk](mailto:vbooth@woodcockswell.cheshire.sch.uk)

Mrs Edwards - Diamond Teacher - [aedwards@woodcockswell.cheshire.sch.uk](mailto:aedwards@woodcockswell.cheshire.sch.uk)

Miss Pimblott - Emerald Teacher - [npimblott@woodcockswell.cheshire.sch.uk](mailto:npimblott@woodcockswell.cheshire.sch.uk)

Miss Harley - Amethyst Teacher - [iharley@woodcockswell.cheshire.sch.uk](mailto:iharley@woodcockswell.cheshire.sch.uk)

Mrs Phillips - Ruby Teacher - [lnutty@woodcockswell.cheshire.sch.uk](mailto:lnutty@woodcockswell.cheshire.sch.uk)

## Parking

Can I please remind all parents to:

- Drive slowly on to the car park - no more than 5 miles per hour
- Not to park in the mouth of the school gates as this causes congestion
- Not to park directly outside the front of the school building
- Be considerate of residents when parking
- Be patient with each other

## What will the school day look like?

### Dropping children off at the start of the day

Children will need to be dropped off at 8:45am for the start of the day.

Reception, Key Stage 1 (Year 1 and 2) and Lower Key stage 2 (Year 3 and 4) need to be dropped off via the parents' car park, where a member of staff will be there to greet them.

Upper Key Stage 2 (Year 5 and 6) can enter via their class door at the front of school.

The little gate, at the front of the school next to the hall, will also be open every morning. If you have children in different classes, they may all enter via the same point.

### Collecting children at the end of the day

All children will finish school at 3:15pm. Reception will be dismissed via the gate at the front of their building (Next to Adventure Clubs). Key Stage 1 and Lower Key Stage 2 children will be dismissed via the parent car park area. The children will be walked up to you.

Upper Key Stage 2 children will be dismissed via their classroom door. Siblings will be dismissed together with the **ELDEST** child unless you have a child in Reception where the children will be brought to the parent car park area.

We would still request that only 1 parent, or responsible adult, drop off and collect children daily. This will reduce the number of adults on site at one time.

If someone different is collecting your child let the school office know on the day so we can inform the necessary staff members. Please do not email teachers as they will be teaching and will not be checking emails.

Please leave the site promptly after collection. Please do not allow your child/children to play with or on the equipment outside of school times.

## Children entering/leaving the classroom

Children will continue to follow the same procedures as they have this year. On entry to the school, they will take their coat off and be encouraged to wash their hands before sitting down to start the school day.

Key Stage 1 (Years 1 and 2) and Lower Key Stage 2 (Years 3 and 4) will enter via the main building back door and walk to their classrooms. Upper Key Stage 2 (Year 5 and 6) can enter via their class door at the front of school.

## What does my child need to bring to school?

Children need to bring to school a variety of equipment in their bag each day. The following list should provide a checklist for parents each day.

- **Water bottle** - This should be filled with clean, **fresh water** every day.
- **Break-time** - Children can bring a **healthy** snack. Please do not send chocolate/crisps in for break times. You are also able to order a hot snack/fruit pot from the kitchen via the online payment system.
- **Lunch time** - Hot and cold school meals are on offer and can be ordered through the online payment system. Children in Reception, Year 1 and Year 2 will receive a Universal Free school meal. In Year 3-6 you may be eligible for a free school meal; follow this link to check [https://www.cheshireeast.gov.uk/schools/free\\_school\\_meals.aspx](https://www.cheshireeast.gov.uk/schools/free_school_meals.aspx). If you are sending in a packed lunch from home, please look at this website for healthy tips and ideas <https://www.nhs.uk/change4life/recipes/healthier-lunchboxes>.
- **Appropriate clothes and equipment for the weather** - It is ESSENTIAL that children are prepared for the weather such as snow boots, hats, gloves, sun cream.
- **Reading books** - Children will be 'benchmarked' during the first week of their return to school and be given a book that reflects their comprehension level from our reading scheme.

Parents can help their child with organisation by asking questions like, "Do you have.....?"

Children with pierced ears must only wear studs. They **must** be removed for PE lessons by the child. It is preferable that you remove the earrings at home on PE day to avoid any loss.

Children must not bring in any toys/cards (such as Pokemon) from home.

**ALL EQUIPMENT NEEDS TO BE CLEARLY LABELLED WITH YOUR CHILD'S NAME TO AVOID MIXING BELONGINGS. Please check clothing as names fade once washed.**

## What does my child need to wear?

Children will need to wear school uniform. Full uniform details can be found on our webpage and can be ordered via <https://www.myschoolstyle.com/school/woodcocks/>.

On PE days children will need to come to school in **school PE kits** and trainers. It will prevent the need for children to get changed. If children are doing after school sporting clubs, they will need to bring a change of clothes with them.

If children are not wearing school uniform, parents will be contacted to bring in appropriate uniform or children will be handed uniform from the 'uniform swap'.

If any family is struggling to afford school uniform please contact the office or myself. We also have a vast amount of donated, good-quality uniform in the entrance hall for FREE.

## Who will be teaching my child?

Children will be taught by their class teacher for the majority of the day. We are fortunate to have additional, qualified, adults who may work with your child in groups out of the classroom. Teachers are entitled to PPA time and this will be covered by qualified, skilled staff who are already employed by school.

## What happens at break time?

### Morning break

Children will still have a 15-minute morning break. They will be able to order snack from the kitchen or eat the healthy snack provided by home as mentioned above. Free fruit will be available for children in Key Stage 1. There is a range of outdoor equipment for the children to use at breaktimes and Play Leaders will help to lead activities.

### Lunch time

**WE ARE A NUT FREE SCHOOL.** There are a number of people in school who have severe allergic reactions to a range of nuts resulting in anaphylactic shock. When sending in healthy snacks/packed lunches please ensure food **does not** contain nuts.

In September, hot school meals will increase to £2.40 due to the increase of food prices.

Please see if you qualify for Free School Meals by following this link

[https://www.cheshireeast.gov.uk/schools/school-meals/free\\_school\\_meals.aspx](https://www.cheshireeast.gov.uk/schools/school-meals/free_school_meals.aspx) or calling 0300 123 5012 - even if your child is in Reception or Key Stage 1.

## **What will my child's classroom look like?**

### **Diamond Class**

Mrs Edwards' class will be set up with designated learning areas. There will be a limited number of children allowed in each area. There will be a teacher table where guided learning will take place. Ventilation is key. The windows and doors will be open throughout the day and outdoor learning will be encouraged.

### **Emerald Class**

We are adopting a continuous provision classroom environment. Children will have learning challenges to develop age-related skills within the classroom. There will be a teacher table where guided learning will take place throughout the day. Children will be taught discrete Maths every morning and in English they will focus on Year Group specific skills with either Miss Pimblott or Mrs Glimmerveen. They will also have access to the 'Year 2' classroom for learning as well as using this as a cloakroom.

### **Amethyst Class**

Amethyst class will sit in groups. Children will be taught discrete Maths every morning and in English they will focus on Year Group specific skills with either Miss Harley, Mrs Paterson or Mrs Hodgkinson. They will be working in smaller groups during the morning sessions and may move to different areas of the school.

### **Ruby Class**

Ruby class will sit in rows facing the front of the classroom. Children will be taught discrete Maths every morning and in English they will focus on Year Group specific skills with either Mrs Phillips, Mrs Paterson or Mrs Hodgkinson. They will be working in smaller groups during the morning sessions and may move to different areas of the school.

## **What will my child be learning at school?**

Children will be continuing with their national curriculum lessons. During the first week we will ensure that children 'settle' back into the school routine.

As we have such amazing grounds, we will continue to have Learning outside the classroom sessions which will be fortnightly. You will be told when your afternoon session is in your new class newsletter.

We will continue to use our Google Learning Platform. We will teach the children how to access resources in order to complete their work and deliver lessons. Home work will be set via Google classroom and children's log-ins will be placed in their reading diary during the first week back. We do have a remote learning plan in place if needed.

Our School Development Plan Targets for 2022/2023 are:

- Improve outcomes in phonics.
- Improve outcomes in writing.
- Further develop the schools Christian Vision so that all stakeholders are able to explain how this is rooted in the Bible.
- Implement the latest Safeguarding requirements.

## **Will my child still have to complete statutory tests?**

The Government have announced that the statutory assessments for the academic year 2022/2023 will be taking place and will be sent on the new diary dates. Data for 2021/2022 will not be published by the DFE.

## **What if my child needs first aid or intimate care?**

Any member of staff dealing with first aid MUST wear PPE when dealing with body fluids, blood, sick etc. There are fully trained first aiders on site.

Illness: see the section below for full details.

## **Will my child go on an educational visit or a residential?**

We will be resuming educational visits and ensure that the venues we choose are Covid-secure. There will be a bi-annual residential introduced for children in Upper Key Stage 2 our next school residential will be in 23/24. Children will use the local outdoor area to support and enhance their learning.

## **What if my child becomes ill at school?**

If children are poorly, they will be sent home and advised to follow Health and safety isolation periods for example: sickness 48hrs, coronavirus 3 days.

**IT IS ESSENTIAL THAT WE HAVE TWO UP-TO-DATE CONTACT NUMBERS FOR EVERY PUPIL THAT IS ATTENDING SCHOOL. PARENTS MUST HAVE ACCESS TO THEIR METHOD OF CONTACT (MOBILE ETC) DURING THE SCHOOL DAY.**

## **What happens if there is a possible case of coronavirus in school?**

If there is an outbreak of positive cases of Coronavirus in school, we will implement our Outbreak Management Plan. The current Public health guidance for an outbreak is 20%

## **Will I be able to volunteer in school?**

**YES!** We have welcomed back many volunteer readers this year but our children would benefit from more reading opportunities, small group work or maybe you are able to help with displays in school. If you could spare an hour every couple of weeks or even an afternoon, please contact Mrs Timmis or Myself and we can organise a DBS check.

If I have not answered any question you may have, please email me

[head@woodcockswell.cheshire.sch.uk](mailto:head@woodcockswell.cheshire.sch.uk) and I will get back to you as soon as possible during the Summer Break.