



Oaklands School

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HEADMISTRESS

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3 March 2021

Dear Parents

Re: **Return to School on 8 March 2021**

I hope this letter finds you safe and well, and that you have been enjoying the first signs of Spring with the warmer temperatures and the increasing hours of daylight.

The staff and I would like to thank you once again for the consistent support, assistance and encouragement you have given your children and the school during the lockdown period since Christmas. I know it has proved difficult and challenging at times, but I feel that it has made us all stronger, not only as a community, but as individuals.

I expect you and your children are incredibly excited by the prospect of returning to school next Monday. The staff are certainly looking forward to teaching back in their classrooms and enjoying the daily physical interaction with the children and, albeit from a distance, with yourselves.

As you know from Mr Hagger's detailed letter sent to you last Tuesday, 23 February, we have been updating our procedures and arrangements for the school environment and community in line with the latest government COVID-19 guidelines. Whilst we are continuing with most of the daily routines that were in place during the second half of the Autumn Term, I have reiterated them, including any updates, in this letter for your guidance and ease of reference.

Arrival/Dismissal

Children should arrive at any time between **8.20am until 8.40am** to stagger the morning arrival. **Registration** will be at **8.45am**. We will be moving to an 8.25am opening time after the Easter holidays.

Please use our 'drop and go' area in the car park where possible, allowing children to make their own way through the internal pathways to their classrooms. Clear signage and additional members of staff, besides our maintenance team, will be visible to direct the children to their correct entrance. This will help to significantly reduce the number of parents on site in the morning.

Children should only be accompanied to the school buildings by one parent from each family, and only if your child is too young to make their own way independently. Please leave the site straight after dropping off your child at your designated entrance point and do not enter any of the school buildings, including the classrooms.

Similarly, at the end of the school day, only one adult from each family should collect their child from the correct dismissal point.

Please note the following:

- Any adult on the school site **MUST** wear a **FACE COVERING** at all times.
- Do not arrive early to collect your children. Parents with more than one child should collect younger siblings at the older child's collection time, unless previously arranged through the school office.
- The Adventure Playground is 'Out of Bounds'. Do not allow your child to play on it.
- Keep your child with you at all times; do not allow them to run around the site with their friends once you have collected them. This includes those of you who walk along the perimeter path of the field to collect your car in the school car park.
- Leave the site immediately after drop off in the morning and after you have collected at the end of the day, however tempting it may be to catch up with other parents after the lockdown.

There are a few changes to the dismissal points for some EYFS groups and KS2 classes so please check the chart below carefully.

YEAR GROUP	TIME OF ARRIVAL	ARRIVAL ENTRANCE	TIME OF DISMISSAL	DISMISSAL POINT
LK BUTTERFLIES	8.20-8.40AM	LK FRONT DOOR	3.00PM	LK OUTDOOR PLAY AREA
LK LADYBIRDS	8.20-8.40AM	LK FRONT DOOR	3.00PM	LK OUTDOOR PLAY AREA
LK BUMBLEBEES	8.20-8.40AM	LK SIDE DOOR	3.00PM	LK OUTDOOR PLAY AREA
UK BADGERS	8.20-8.40AM	NORMAL 'BADGER' ENTRANCE	3.00PM	NORMAL 'BADGER' DOOR
UK HEDGEHOGS	8.20-8.40AM	NORMAL UK ENTRANCE	3.00PM	NORMAL UK ENTRANCE
UK RABBITS	8.20-8.40AM	NORMAL UK ENTRANCE	3.00PM	NORMAL UK ENTRANCE
UK FOXES	8.20-8.40AM	NORMAL UK ENTRANCE	3.00PM	VIA 'BADGER' DOOR
UK SQUIRRELS	8.20-8.40AM	NORMAL UK ENTRANCE	3.00PM	NORMAL UK ENTRANCE
RECEPTION Robins	8.20-8.40AM	MAIN ENTRANCE TO RECEPTION CLASSES	3.00PM	OUTSIDE HALL SIDE DOOR
RECEPTION Woodpeckers	8.20-8.40AM	MAIN ENTRANCE TO RECEPTION CLASSES	3.00PM	WAITING AREA BY MAIN ENTRANCE TO RECEPTION
RECEPTION Owls	8.20-8.40AM	MAIN ENTRANCE TO RECEPTION CLASSES	3.00PM	AREA OUTSIDE STUDIO
YEAR 1F	8.20-8.40AM	via MAIN SCHOOL DOOR	3.15PM	OUTSIDE MAIN SCHOOL DOOR
YEAR 1Z	8.20-8.40AM	via MAIN SCHOOL DOOR	3.15PM	OUTSIDE MAIN SCHOOL DOOR
YEAR 2C	8.20-8.40AM	via MIDDLE FIRE ESCAPE	3.15PM	WAITING AREA AT BOTTOM OF MIDDLE FIRE ESCAPE
YEAR 2S	8.20-8.40AM	via MIDDLE FIRE ESCAPE	3.15PM	LK OUTDOOR PLAY AREA
YEAR 3C	8.20-8.40AM	via END/REAR FIRE ESCAPE	3.30PM	LK OUTDOOR PLAY AREA
YEAR 4C	8.20-8.40AM	via MIDDLE FIRE ESCAPE	3.30PM	WAITING AREA AT BOTTOM OF MIDDLE FIRE ESCAPE
YEAR 5G	8.20-8.40AM	via NORMAL CLASSROOM DOOR	3.30PM	OUTSIDE Y5G CLASSROOM DOOR
YEAR 5Z	8.20-8.40AM	via END/REAR FIRE ESCAPE	3.30PM	AREA OUTSIDE STUDIO
YEAR 6C	8.20-8.40AM	via FRONT DOOR OF Y6C CLASSROOM	3.30PM	OUTSIDE DOOR OF Y6C CLASSROOM

Breakfast and Teatime Clubs

Both clubs are available to parents who would like to make use of the wrap around care facilities at school.

Breakfast Club is available from 7.30am until 8.20am in the school hall for children from Year 1 to Year 6 and in Upper Kindergarten for children in the Early Years. Teatime Club runs from 3pm to 6pm for children aged 3 years and above in Upper Kindergarten. Contact the school office if you wish to use either our Breakfast and/or Teatime Club facilities. Places must be booked in advance.

Extracurricular Clubs

During the Autumn Term 2020, we had to make a number of changes to which year groups could attend specific clubs to maintain the 'bubbles' in place during the school day. Tomorrow, I will be sending out separate Key Stage letters which will include club details for the rest of the Spring Term 2021.

Siblings

Siblings will continue to be supervised in Reception between 3pm to 3.30pm. However, in order to maintain the bubbles in operation in the school, EYFS siblings will be looked after in Reception Robins classroom and Year 1 and Year 2 siblings will be looked after in Reception Owls classroom. Parents collecting these children must ensure that they are wearing a mask as they enter the school building via the main door to the Reception classrooms.

School Uniform and PE kit

We normally expect the children to wear their winter uniform until the end of the Spring Term. However, if your child's winter uniform no longer fits them, we are happy for them to wear their summer uniform instead. All children should wear sensible school shoes every day and continue to bring a warm coat for playtimes.

Children should to continue to wear their PE kit to school on the days when they have PE/Games:

- Upper Kindergarten: Thursday
- Reception Owls: Wednesday & Friday
- Reception Robins: Monday and Friday
- Reception W/peckers: Wednesday & Friday
- Year 1F: Tuesday, Thursday and Friday
- Year 1Z: Tuesday, Wednesday & Friday
- Year 2C: Tuesday, Thursday & Friday
- Year 2S: Monday, Tuesday & Thursday
- Year 3C: Monday & Tuesday
- Year 4C: Monday & Friday
- Year 5G/Z: Monday
- Year 6C: Wednesday

Please note that there is NO DANCE or SWIMMING for the remainder of the Spring Term. Dance will restart in the Summer Term; Loughton Swimming Pool is currently closed.

Children who are due to attend an extracurricular sport club on a day when they are not timetabled for PE/Games should bring their PE kit into school in their usual PE bag. Class teachers will organise the children to get changed for their club in their respective bubble.

Long term medication

If your child requires the school to store and, when needed, administer long term medication, please download and complete the appropriate forms. The forms and labelled medication should be given to the office staff on 8 March.

Peripatetic Instrumental Lessons

All peripatetic instrumental lessons will continue via Zoom (where this has been happening) until the end of the Spring Term. As we are unable to facilitate peripatetic Zoom lessons during the school day, I appreciate that this means that some children will potentially have a three-week gap in their instrumental learning. I am sorry for any disappointment this may cause, but I'm sure you will understand that one of our main priorities is to keep the children in class after such an extended period of home learning.

'Bubbles'

The 'bubbles' established during the second half of the Autumn Term will continue for the remainder of the Spring Term. This means that each year group functions as a separate unit to reduce the risk of large groups being required to self-isolate if there are positive COVID-19 test results.

When there is more than one 'bubble' using the playground or the field, zones will be clearly marked to help the children remain in their allocated area. The school hall is also divided into two distinct halves to maintain the separate 'bubbles' when the children eat their lunch.

Unfortunately, our Year 6 prefects will still not be able to help out in their prefect classes in the morning. We will review this again at the start of the Summer Term.

Face coverings

Staff: All staff will be wearing face coverings when moving around inside the buildings, in communal areas, when greeting children in the morning (LK & UK keyworkers) and when dismissing the children at the end of the school day or after an extracurricular club. Staff will also wear face coverings when teaching or in classrooms where social distancing is not possible.

Primary aged children: the children will not need to wear face coverings and will be bubbled with their peers.

Parents/Visitors: All parents and visitors to the school must wear face coverings at all times on site, including if waiting outside the school gates to pick up or drop off. Please remember to keep your distance at all times from each other and do not congregate in large groups.

COVID-19 Testing

Oaklands staff will take their first test from their Lateral Flow Home Testing Kit on Sunday 7 March before the return to school.

As you are aware, there is currently no provision for the testing of primary aged children. However, for the good of the school community, Mr Hagger and I would urge you to have your children tested in time to receive the results back before the return to school.

Keeping to the Rules

As we start the government's phased return to 'normalcy', it remains vitally important to keep to the COVID-19 guidelines and restrictions. Please resist the temptation to organise events such as play dates, parties or barbeques that could potentially place the school community, your family and friends in danger and give an opportunity for the virus to spread again.

Please do not send your child into school if they have any symptoms that might lead to a positive COVID-19 result or if they have been told to isolate by NHS Test and Trace.

If we all work together and abide by the rules, our community can remain safe and well. Thank you for your support.

Mental Health and Well-being

We have written several times over the last few months with information about how to help with children's mental health and wellbeing at home. As you will be aware, there are some guides and resources available to download from our website.

Some of our children might be experiencing anxiety or separation issues with less than a week to go until the full return, and Essex County Council has also provided some excellent resources that might help:

- The [Essex Wellbeing Service](#) has developed a navigator service to both signpost and provide a triage service where necessary to support the children's emotional wellbeing and mental health needs on the return to education. To access this service, call 0300 303 9988 from Monday 8 March.
- Recovery and Return to Educational Settings suite of resources has two downloadable webinars for families:
 - Part 1: [Looking after yourself](#) (28mins)
 - Part 2: [Looking after your family](#) (39mins)
- Essex Local Offer: [Coronavirus support wellbeing and mental health](#)

Public Health England has also published advice for parents on looking after the mental wellbeing of children during the pandemic, which is available to download [here](#).

National and local research findings are indicating that social, emotional and mental health needs continue to be a priority and concern. As ever, please do not hesitate to contact us directly if you feel you need any specific support. The class teachers, Leadership Team and I are available to help in any way we can.

Parents' Evenings

Parents of children in Year 1 to Year 6 are invited to attend a Zoom Parents' Evening meeting with their child's keyworker or class teacher on Wednesday 3 March or Thursday 4 March. Parents of children in Lower Kindergarten, who started Oaklands in January 2021, and parents of children in Upper Kindergarten are invited to attend their Zoom meeting on Wednesday 3 March. Letters were sent out parents on 23 February requesting parents to make an appointment using our usual portal system. You will receive your Zoom invite via email on the morning of your appointment.

Forthcoming Events

Wednesday 3 March	LK 'Settling-in Chat'
Wednesday 3 March	UK, Y1-Y6 Parents' Evening
Thursday 4 March	Y1-Y6 Parents' Evening
Monday 8 March	Reception – Y6 Return to school
Tuesday 9 March	LK-Y6 World Book Day
Friday 19 March	LK-Y6 Red Nose Day
Friday 26 March	Last day of term

Summer Term begins on Tuesday 20 April 2021

I am looking forward to welcoming the children and yourselves back to school next Monday. Not long to go now...

Wishing you safe and well.

With kind regards

Yours sincerely

Sue Belej

Sue Belej
Headmistress



OAK-TREE SCHOOLS is the group name of:

BRAESIDE SCHOOL, BUCKHURST HILL • COOPERSALE HALL SCHOOL, EPPING • NORMANHURST SCHOOL, NORTH CHINGFORD • OAKLANDS SCHOOL, LOUGHTON

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