



28th August 2020

Dear Parents and Carers,

Full re-opening of school on Wednesday September 2nd 2020

A very warm welcome back...

I hope that you have had a fantastic summer holiday and are safe and well. I am delighted to inform you that following Government and Local Authority advice, Manor Park is all ready to open fully from Wednesday September 2nd to all our existing and new children in every year group in school.

Staff have worked really hard to ensure that all aspects of our risk assessment, which has been approved by the Local Authority and unions, are in place and any necessary adaptations to the environment have been made.

New children starting in nursery or reception classes should follow their start date and induction arrangements that were issued to them in the summer term. All other children should return to school full time on Wednesday 2nd September. Our CHAMPS provision will also be re-opening on this day for parents who have pre-booked places. Extra-curricular and after school clubs will resume the following week. Details of these will be sent to parents next week. School is open on Tuesday September 1st to staff only, as it is the first scheduled staff training day of the year. All staff will be in school on Tuesday, so please contact us if you need any help or advice about anything.

All information relating to your child's return to school including drop off and collection times and locations is on our website. This can be found under parent information, parent letters, parent handbook September 2020. I am attaching this handbook for your information, along with a letter for parents from Coventry Local Authority. Whilst we appreciate that operating different drop off and collection times and points for siblings who are in different year groups is very disruptive for parents, we regretfully cannot offer any flexibility on this at the moment. Parents and children who need to wait for siblings may do so on the top field accessed from the field gate on Ulverscroft Road. We will continually review and refine these arrangements, but if parents can support us with this it will be greatly appreciated for the safety of everyone.

Please ensure that your child brings their full PE kit, book bag and lunch box (if applicable) with them each day. PE kits can be left in school but should all be brought back on the first day. Children should not bring any pencil cases or personal equipment to school, as all equipment will be provided for them. As we are trying to reduce the number of parents at the school office, can you support us by ensuring

that your child brings everything with them each day including a coat, so that they are fully prepared for their day. Full school uniform must be worn by all children in line with our uniform policy.

National guidance has been updated to recommend that in areas of England where there is high transmission of coronavirus, staff and secondary school pupils should wear face coverings where social distancing is difficult to maintain in corridors and communal areas but not in classrooms. Face coverings are not recommended at all for primary aged pupils. Coventry does not fall into a high-risk category area and we have been advised that face coverings should only be worn where risk assessments indicate a need, otherwise it is at the school's discretion and parent personal choice. The Government has strongly advised that the transmission risk between children and staff is extremely low and the greatest risk is transmission between adults. We strongly recommend that face coverings are not needed by children in school at all. No face coverings will be worn in classrooms by staff or children, as we believe that they are not necessary and will detract from the high-quality teaching and learning experience we will deliver for all children. If parents want children to wear face coverings for travelling to and from school or to wear in communal areas of school, they may do so. Staff will not wear face coverings in school at all when they are in their allocated bubbles. To safeguard everyone, visors will be worn by staff on the rare occasions when they are in public areas of school or when operating outside of their allocated bubbles.

I am very confident that our return to school will be a safe and very happy one for all members of the school community and we cannot wait to welcome everyone back next Wednesday. I know that everybody will continue to follow the guidelines and operational plan that we have circulated and that you will all be very supportive to the school and each other. The health, safety and well being of every member of our school community is our highest priority and we will continue to do everything possible to ensure this.

If any parents have any concerns or personal issues they wish to discuss, our senior leadership, learning mentor and admin teams are all here for you, so please do not hesitate to ask us anything at all to support you and your child in their return to school. We appreciate that although this is an exciting time, parents may have some anxieties and we have timetabled these staff to be freely available to support you in any way that we can.

Have a wonderful bank holiday weekend. Take care and we are all looking forward to seeing you all on Wednesday 2nd September or on your child's allocated starting day.

My very best wishes to everyone.

Jill O'Connor
Headteacher