



# Queen's Hill Primary and Nursery School

Headteacher: Mrs Penny Sheppard

Kestrel Avenue, Queen's Hills, Costessey, Norfolk, NR8 5FT

Tel: 01603 746857 Fax: 01603 594730

e-mail: head@queenshill.norfolk.sch.uk

5<sup>th</sup> June 2020

Dear Parent/Carer,

## Re: NURSERY CHILDREN returning to school

Following the government guidance we are able to open Nursery for children from Monday 8<sup>th</sup> June. On 18<sup>th</sup> May I wrote to you explaining how school would look very different to how it did six months ago.

We know that some of you have already had your Nursery aged child in childcare provision. Those children have adapted really well to the new situation, as have those who rejoined us in Reception on Monday 1<sup>st</sup> June, and I'm sure the Nursery children who will be starting with us again will settle in quickly. As has been discussed much in the media, nursery aged children find it very difficult to implement social distancing. We feel it is really important that the children continue to feel safe and secure so if they need a hand hold, then we will do this, but we will make sure the adult and child both wash their hands properly afterwards.

Children's emotional well being is really important to us and this is why we only have limited nursery places as we will have a **maximum of 16 children** in a classroom or pod. We are lucky that our classrooms are large and have good ventilation and we feel that this number of children (which is the government's recommendation) will work well for our setting, indeed there may be significantly less than this number in a class.

Originally, you told us that you did not want your child to come back to school at the moment, due to choice or because you are having to shield, or you were perhaps undecided. That is absolutely fine. You will not be fined if your child does not attend Nursery. However, if you change your mind please give the office a call and we may be able to offer you a place within five working days. **Please note we have a limited number of places so we are not able to guarantee a place for everyone.**

If your child will not be returning to school this term then they will be able to access our **online home learning**. As more pupils are educated and cared for on site, there will be less staff available to provide online learning. I have asked staff to make use of ready made resources whenever they can so that they can spend more time on giving your child personalised feedback.

Should you decide your child may come back to Nursery, please read the guidance below carefully:

You should send your child in for **the days you have agreed with the school** (unless your child is ill or self-isolating). If your child is ill and unable to attend school it is important that you let us know by phoning the school at your earliest convenience. Even if your child is attending only some days e.g. three days, they will be counted as a child needing a space for all five days to limit the number of the children in each "group".

### Government guidance states:

*Children should attend just one setting wherever possible and parents should be encouraged to minimise as far as possible the number of education and childcare settings their child attends. Childminding settings should consider how they can work with parents to agree how best to manage any necessary journeys, for example pick-ups and drop-offs at schools, to reduce the need for a provider to travel with groups of children.*

Due to the guidance above, some of you may want to increase the hours you normally have with us, up to five morning/afternoon sessions. Please phone the school office so that we can arrange new funding forms for you to fill in and to ensure the teaching staff have planning in place for your child.



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For those who have 30 hours funded provision, lunch will be eaten in the pod. Lunchtimes, structured play and drop off and pick up times will all be staggered across the school as more years potentially start back. As the weeks progress we will review our procedures, some we may need to further tighten and some we may be able to relax.

Sessions are:

Full days 9am -3pm

Morning sessions 9am-11.30am

Afternoon sessions 12.30pm-3pm

Adults will not be allowed on the school site at drop off until further notice and should queue with their child on the pavement alongside the perimeter fencing which has been marked at regular 2 metre intervals. Please observe the 2m social distancing etiquette at all times. We encourage you to walk to school and know that many of you will choose to wear a face mask when walking to/from school. We ask parents to take home any face masks their children may be wearing and then return with the facemask at the end of the day.

If your child finds it difficult to leave you at the gate then you should do all that you can to encourage them to go into school. Staff will not intervene as they need to stay 2m away from you and you will not be able to walk your child into school. We understand that some children may find the parting very difficult. We have written some social stories to help you to prepare your child for their return to school available on our website, to help your child understand how arrival to nursery will be different to how it used to be. Molly and Jasper, our school dogs, have also made a film 'Back to Nursery' that you may find useful. See [www.queenshill.norfolk.sch.uk/back2school/](http://www.queenshill.norfolk.sch.uk/back2school/)

We will help the children re-settle into school and will focus on rules and safety whilst at school. Children will wash their hands on arrival to nursery and regularly throughout the day including before eating and when returning from outside. Children will continue to follow the Early Years curriculum however their learning will look different to how it previously did. We have thought carefully about which resources children will use to support their learning and have ensured that the resources available will be able to be cleaned throughout the day. We will have daily circle time activities, snack and outdoor learning opportunities. Every child will have their own carpet spot for group teaching and there will be appropriate space between the children. We may also use desks for the children to eat their snack and/or lunch. The children will stay in their allocated 'pod' (maximum of 16 children) for the whole day and the pods will not mix with each other.

If your child is attending after school provision (3pm-6pm until 12<sup>th</sup> June, essential key worker use only) they will be taken to the Studio by a member of staff. Please use the Fieldfare Way gate and go round to the studio door to collect your child but do not enter the building.

We have tried to maintain familiar faces for our nursery children but please be aware these may need to change if an adult is away for any reason. We will focus on developing positive relationships with the children to ensure they are happy at school. Those staying for the whole day should bring in a packed lunch from home as normal.

At the end of the session your child will be able to be collected from the Early Years playground via Fieldfare Way Gate. There is a one way system for those arriving at the Fieldfare Way entrance - school staff will guide you! Parents must adhere to the 2m social distancing rules. Please do not ask to see your child's adult. If you need to contact them with queries or information that will help them to care for your child, please do email the adult or the school office ([office@queenshill.norfolk.sch.uk](mailto:office@queenshill.norfolk.sch.uk)) or call 01603 746857 and we will get to back to you as quickly as we can.



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## Expectations

Whilst we are still in the midst of the pandemic please adhere to the following guidelines to protect both your child's safety and the safety of others in our school family:

- If your child, you or a member of your household shows any symptoms of Covid-19 you must inform the school and your child will need to be isolated. If possible we would encourage you to be tested.
- If your child becomes ill at school they will be taken to the Den where they will be cared for. You will be asked to collect them from the front entrance as soon as practically possible.
- Children will need to follow rules and stay in designated areas for play and learning. If they are unable to do this then we will call you to work together to put a risk assessment in place for your child. If the risk of your child being in school is deemed too high by the governors then the Governing body may decide your child cannot be in school.
- Long hair should be tied back
- Hands will be washed on arrival at Nursery and regularly throughout the day. All pupils should wash their hands when they get home.
- Tissues should be used and binned. Please teach your child the "catch it, bin it, kill it" NHS motto.
- To limit contamination between school and home, spare clothes and reading diaries should be kept at school. Your child will be given reading books for home use that can be regularly swapped.
- Children should wear trainers to school so that children do not need to bring in PE kits.
- Please keep the items children bring to school to the minimum. We ask that they do not bring toys into school.
- Make sure your child has a jumper and coat, even if you think it is warm as we are keeping windows open and it can feel cool inside.
- Children should wear clean school uniform/clothes each day.
- Please remember normal sun safety i.e. sunhat and sun cream.

If you have any questions please do not hesitate to get in touch with Miss Compton (Nursery lead) via the school office.

Many thanks for your support at this difficult time. Please remember that if you are suffering financially or would like support with bereavement or issues such as separation or mental health do get in touch with us and we can signpost you to a number of charities and organisations who may be able to help you. We may also be able to offer some in-house support for you or your family.

Take care and keep safe,

Mrs Penny Sheppard  
Head teacher



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