22nd May 2020

Dear families,

I am writing to you to update you on our position with regards to re-opening Ash Croft Primary Academy. We are pleased to be in a position to re-open but equally understand that given the situation with Covid-19 we must proceed with caution.

As such, we have decided, after extensive planning and collaboration with the Harmony Trust, to re-open in stages. The stages set out below enable us to fulfil the aims of reopening set out by the Government whilst also ensuring we get things right and do not move too quickly. The first three weeks will be organised as follows

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| --- | --- |
| Week 1 (week beginning 1st June) | We will **only** open to pupils of key worker families or those considered especially vulnerable at this time **from the Wednesday 3rd June.** **Please note the Academy will be closed to all pupils on 1st and 2nd June** to allow for staff training and setting up of safer routines. |
| Week 2 (week beginning 8th June) | In addition to the above, we will open to our **Year 6 pupils** who have requested a place. |
| Week 3 (week beginning 15th June) | In addition to the above, we will open to our **EYFS and Year 1 pupils** who have requested a place.  |

You will be contacted separately if we are offering your child a place at this time.

We are only catering for families who have told us either over the phone or by survey that they want a space. If you told us you did not want a place, you are able to change your mind but you must telephone us first so we can discuss with you when we can get your child started. **If a child turns up who we are not expecting, we will have to refuse them entry.**

We may need to change this plan if the number of pupils we are expecting goes up in relation to parental demand or our staffing position changes.

In order to reopen, we’ve had to take a number of steps to make our school safer. We are doing what we can to reduce the risk to our pupils and families. Our key steps can be summarised as

1. **Bubbles** – this is the idea that children are taught in smaller groups (maximum of 10) and that different bubbles do not mix in the school or share classrooms.
2. **Distancing** – as much as allows we will ask our children to practise social distancing (keeping 2 meters apart). This will at times be tricky with our younger pupils. Parents will also have a role to play by abiding to distancing at all times including when picking up and dropping off their children. Please find attached our protocol of pick up and drop off.
3. **Cleaning** – enhanced cleaning will take place throughout and at the end of the school day.
4. **Isolating** – we will continue to ask anyone with any symptoms of the virus (continuous cough, temperature over 37.5 or loss of taste or smell) to isolate for 7 days and their families for 14 days or until a negative test result is received. In addition, in the event of a confirmed case of coronavirus, whole bubbles will be asked to isolate for 14 days.
5. **Hygiene** – children will be taught about and asked to practise good respiratory hygiene. This will include regular handwashing & teaching of the, “catch it, bin it, kill it” motto.

Full copies of our risk assessment for Covid-19 are available. Should you want one please email info@ashcroft.theharmonytrust.org and one will be emailed to you. If you wish to get in touch to discuss further please send a message to the above email and we can arrange a telephone conversation.

Thanks for your cooperation as we embark together on the next stage of our nation’s response to this virus. We are all navigating new terrain and making decisions we never been forced to make before.

Warmest regards

Mr Stockwell