



# CHESSWOOD JUNIOR SCHOOL

## Home of Bright Sparks

Chesswood Road Worthing West Sussex BN11 2AA

Head Teacher: Mr Andrew Jolley

[www.chesswood.w-sussex.sch.uk](http://www.chesswood.w-sussex.sch.uk)

[office@chesswood.w-sussex.sch.uk](mailto:office@chesswood.w-sussex.sch.uk)

Tel: Worthing (01903) 204141/2



Thursday, 21 May 2020

### Summer Term Booking Now Open

### Year 6 children; Key Workers and Vulnerable Children All Year Groups

Dear Parent,

I wrote to all parents earlier this week with the data overview ([www.chesswood.w-sussex.sch.uk/attachments/download.asp?file=4924&type=pdf](http://www.chesswood.w-sussex.sch.uk/attachments/download.asp?file=4924&type=pdf)) from the expanding school capacity form completed by so many families in response to the Government plan to expand school capacity from the 1<sup>st</sup> June. Thank you to everyone that took the time to complete the form and questions, we have used these to create our risk assessment and build our provision for the final term. We intend to publish a document that answers the question raised by parents and hope this will be available from tomorrow – we will update parents when it is available.

Since that time, the debate has raged on. Mountains of guidance, counter guidance and updated guidance; questions and counter questions have been shared between Government, Unions, Local Authority, newspapers, TV news, social media and much of it has flowed relentlessly into school. At the same time my team and I have been seeking to plan a coherent plan that is Safe, Satisfactory and Sustainable. As a result, we have been close to losing our sense of humour a few times in recent days at the sheer lack of collaboration and the misinformation in parts of the media (moan over!). We now have a plan and are ready to receive bookings. The plan is conditional on the Government's announcement, expected on Thursday 28<sup>th</sup> May, whether their five tests have been successfully met and schools in England may start to expand provision.

We are, however, working with uncertain risk and uncertain safety for all and therefore need to plan and execute each step carefully to minimise risks for children, staff and the families of all. Our risk assessment is comprehensive and includes everything we believe is necessary at this time (it will be kept under constant review in collaboration with children, staff and families throughout this period). It is also important to note that it does not include anything that is non-essential. For that reason, any family requiring a space for their child is invited to read the risk assessment and control measures for their reassurance. Most importantly though, parents and children will need to complete a 'confirmation' section within the booking form – the confirmations are reasonable but non-negotiable - they are a condition of entry into the school premises for any child. We recognise this is draconian and hope, as circumstances change, we can ease some control measures but not yet. It is clear that we will be managing an environment with greater density than almost all others currently in operation. We can reduce the risks of COVID-19 infection, however we cannot control the impact of the virus should an individual fall ill – so the rules must be followed in spirit and deed by all. Our approach relies on consistent and sustained support for the control measures by children, staff, families and wider school visitors.

The COVID-19 school risk assessment is available for all families to read at:

<https://www.chesswood.w-sussex.sch.uk/page/?title=Expanding+School+Attendance+%2D+Summer+2020&pid=947&action=saved>

HOME > PARENTS > COVID 19 - CORONA VIRUS UPDATES > EXPANDING SCHOOL ATTENDANCE - SUMMER 2020

In addition to the internal school risk assessment there are further documents from the Government and the Local Authority regarding the safe reopening of schools.

### All Parents

The booking process is slightly more complicated than it has been for Key Workers and Vulnerable children to date. There are two specific booking forms. One booking form is to be completed by Key worker parents and parents (or social workers) of vulnerable children in ALL year groups. This includes children of keyworker parents and vulnerable children in Year 6 – there are important differences between the forms. The



second form is for parents and children to complete in Year 6 ONLY where there is NO keyworker status and the child has not attended school with vulnerable child status. The vast majority of parents with Year 6 children will complete this form.

## **Children of Key Workers and Parents of Vulnerable children – ALL year groups**

<https://www.chesswood.w-sussex.sch.uk/page/?title=Key+Worker+and+Vulnerable+Child+Booking&pid=970>

- ALL children in this group may attend from 1<sup>st</sup> June onwards subject to the school receiving the completed form – we can facilitate form completion on school premises for any family without appropriate technology – call 01903 204141.
- Bookings for week beginning Monday 1<sup>st</sup> June must be received by Wednesday 27<sup>th</sup> May 12:00 p.m.
- Enter and leave school premises using the Chesswood Road entrance (Year 6 children without siblings and not requiring breakfast club must use the Ladydell Road entrance.)
- With the exception of Y6 children, attendance in Y3,4 and 5 continues to be when ‘absolutely necessary’ and where there is no other reasonable alternative for care at home.
- Year 6 children in this group will be expected to attend full time regardless of key worker shift patterns.
- Breakfast club (After 7:30 a.m.) and after school care club (Before 5:45 p.m.) places are available where absolutely necessary i.e. a parent is at work and there is no other adult that could reasonably look after your child.
- All children are entitled to a free school meal regardless of free school meal status – indicate your preference on the form.

## **Year 6 Children (Not including Key Workers or Vulnerable Children)**

<https://www.chesswood.w-sussex.sch.uk/page/?title=Year+6+Summer+Term+Booking&pid=969>

- School term will start for this group on Wednesday 3<sup>rd</sup> June subject to the school receiving the completed form – we can facilitate form completion on school premises for any family without appropriate technology – call 01903 204141.
- Bookings for a child to attend from the 3<sup>rd</sup> June MUST be made by Monday 1<sup>st</sup> June 7:30 a.m. – all bookings made will be accepted. Bookings after this date must be made by any Wednesday 12:00p.m. to start the following Monday i.e. families may be cautious about an early return.
- Enter and leave school premises using the Ladydell Road entrance ONLY.
- School times will be staggered – these must be abided by, by all families to maintain safe distancing.

	Classes	Arrival	Departure
		Parents do not enter school site – drop and go	Parents may wait on the school field if Ladydell Road is too busy for 2M distancing
Group A	6EP, 6RW, 6TH	8:45 a.m.	3:00 p.m. (Fri 12:15p.m.)
Group B	6BP, 6OP, 6SJ	9:00 a.m.	3:15 p.m. (Fri 12:30 p.m.)

- The Friday school day will end at the end of the morning sessions for children in this group either 12:15p.m. or 12:30p.m. This group of children cannot remain on site after this time. This ensures schools can provide the statutory planning, preparation and assessment time for teachers; whilst also minimising the number of staff mixing with each class. We understand this will be frustrating but will lead to better safety, better school capacity and much better planning and preparation for children in school and online.
- Breakfast and after-school care clubs are not available for this group of children as we do not have sufficient staff or space to maintain required safety.
- All children are entitled to a free school meal regardless of free school meal status – indicate your preference on the form.

Yours sincerely,