



**Dickleburgh C of E Primary Academy**  
**Harvey Lane, Dickleburgh,**  
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WE PROMOTE STAFF WELL-BEING

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31/12/2020

January Opening

Dear parents,

Firstly, I hope you all had a lovely, safe Christmas, if a bit quieter than usual! I apologise for writing to you all during the Christmas break, but with the new announcement yesterday from the Prime Minister, there are some reminders that I need to give and changes that I need to make.

I am sure you are all very aware of the latest guidance from the government and the increased number of COVID cases and sadly deaths. Along with this, the fact that we are now in Tier 4 and the emergence and spread of a new, more easily transmitted strain of the virus, I feel now that I must re-organise the staggered arrival and dismissal of pupils.

As part of Tier 4, we are only allowed to meet one other person outside at a distance in a public place. This has huge implications for us at Dickleburgh. We cannot, obviously, have you arrive one at a time, but I would like to cut down on the number of adults gathering outside the gate at any one time.

So, with this in mind, from **Monday 4<sup>th</sup> January**, the following will be the new arrival and dismissal times:

**8.30am for family group**

**8.40am for the KS2 (Years 3, 4, 5 & 6) group-same gates as before**

**8.50am for KS1 (Reception at main gate and Years 1 and 2 at double gate)**

**9.00am for single Pre-School**

**Then**

**3.15pm for family group pick up**

**3.25pm for KS2 (Years 3, 4, 5 & 6) pick up**

**3.35pm for KS1 (Reception, Years 1 & 2) pick up**

**3.45pm for Pre-School pick up**

*Please do not arrive early, or late for drop off or collection. If you are too early, please stay in your car or away from the gate until the group in front of you has gone and the gates are re-locked. If you are late, we will not re-open the gate until the next drop off or collection time.*

I would like to thank the very many of you who follow the guidelines every day and support the school fully. This is very much appreciated. However, this is not the case with everyone and so I do need to remind you again of some important points.

- If your child has not been collected by 3.40, we will put them in the After-School Club and you will be charged
- Please inform the school if you have asked someone else to collect your child. We had far too many difficult conversations last term because we had not been informed and we were simply carrying out our safeguarding duties. A note in the diary or a phone call to the office will suffice.
- Please note that the office might be empty at pick up time as all staff are on dismissal duty. Please leave plenty of time to inform us if you are going to be late or someone else is collecting your child.
- Under the new restrictions, you can only form a childcare bubble with one other household. This means that you should not be collecting children from more than one other family unless you are an Ofsted registered childminder.



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Please do not give us a list of adults from outside your household who may collect your child, we can now only have one other name on file.

- Please do not come into the playground until your child's class is called. The staff on the gate will call the year groups one at a time.
- Please maintain social distancing outside the gates and on the playground.
- I need to remind you that all adults entering the school **must** wear a mask or face covering, unless medically exempt, and only **one adult** from the household is allowed to come into the school to collect children or speak to teachers.
- If you ask a teenager to collect your child, they too must wear a mask or face covering.
- The government expects every child who is not self-isolating to be at school every day. If you choose to keep your child at home, we are not obliged to provide work and we definitely cannot provide live remote teaching, as the class teacher will be teaching the rest of the class in school.
- Please do not ask us to change any of these arrangements to suit your specific requirements; we have to be fair to all.
- If you have concerns or questions, please email me or the office and I will try to answer them. Opinions on Facebook chats do not have all the facts. Last term, this caused unnecessary anxiety for some parents

I am afraid that I must now ask you please not to verbally abuse my staff on the gates or in the playground. I was shocked at the way some of them were spoken to last term. I accept that this was a very small minority, but it is upsetting. We are not being awkward. They are only following my instructions and I am following government guidance. We are trying to keep our school a safe place and open to all for as long as possible. Please understand, that if your child's class bubble closes, even if you are a Key Worker, your child will not be allowed into school for 10 days.

The closure of 2 bubbles last term was because we were going above and beyond what is expected of us, as we carried out precautionary tests on staff and discovered 2 asymptomatic cases. By doing this, we were able to avoid the infection spreading to children and parents. The government is not routinely testing Primary staff at the moment, but we will aim to try and test ourselves in order to keep your children, your families and our families safe.

During this crisis, we **all** have a duty to follow the government guidelines to fight this virus and to keep our school community safe.

I hope you all have a very happy and safe New Year and I look forward to seeing all the pupils back at school on Monday.

Take care



M Croskell  
Headteacher



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