



# Oughton Primary & Nursery School

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**Headteacher:** Mrs L Clayton

**Assistant Headteacher:** Mrs C Phillipson

5<sup>th</sup> January 2021

Dear Parents and Carers,

Well...I feel similar to our Government making a U-turn following my letter stipulating that our school would be open today! I really hoped that this would not happen when I sent my letter out at 5pm last night, little did I know that only 3 hours later, all would change! I watched the announcement in shock, as I am sure you did, as the school closure came so quickly. I am sorry that this has meant that you have needed to change your plans for today; we have too.

Our children had come back to school so well in September and it is a shame that this decision has been made last night, although I completely understand why. It is vital that everyone – Parents, children, staff and all families are all kept safe at all times, until the impact of the vaccine and the number of positive cases drops.

We now need to ensure that the education does not slip for your children. Plans were made many months ago to ensure that we were ready to support you in remote learning. Every child has a Microsoft Teams log in and we have explained previously that this needs to be accessed for home learning and now lockdown remote learning. Every child has a right to an education and overall most Parents were superb supporting this during the last lockdown. The expectation has now risen and we will be providing remote activities via Teams. Please see the separate document regarding Remote Learning.

The Teachers have been participating in training using Teams and have needed to adapt their methods of teaching ready for this scenario and I am proud of their commitment and dedication to provide a service to the children at Oughton.

Every child is expected to be on Teams 'live' for their Register and contact with their Teacher twice a day, following our school routine. We have ensured that class times overall are different in order to support siblings who may be sharing devices. Register via Teams can be viewed from phones if needed and this will be short 10-20 minutes.

## **Register / Teacher Contact Time**

Year 6 – 8:55am / 12.55pm – Mrs Smith

Year 5 – 9.00am / 12.55pm – Mr Marshall

Year 4 – 9.10am / 1:15pm – Mrs Harvey

Year 3 – 8.50am / 1:05pm – Mr Lewis

Year 2 – 9:05am / 1:10pm – Mrs Stephenson

Year 1 – 9:20am / 1:30pm – Mrs Savage and Mrs Brand

Reception – 9:05am / 12:45pm – Miss Hurley

Nursery – 9:30am – Miss Hurley (Miss Ward at times)

Please ensure that your child is accessing Teams at the time given to their class above. Children should be wearing their school jumpers at this time, any choice for bottoms– skirt / trousers / jogging bottoms / jeans, but we want everyone to continue to feel part of our school and ready to engage with their learning.

During the register/contact time in the morning, the Teachers will explain the expectation for the morning and the work to be completed – overall focusing on Maths, English – Reading, Writing and Phonics. There will be a mixture of PowerPoints, worksheets to fill in, videos to watch, online learning and practical tasks; I hear that there is a 'Blue Peter' revival in Early Years - hopefully some of you will recall – “Here's one I made earlier” and a whole host of interesting pieces of artwork made out of very little! There will also be paper based tasks where the children write in their books. Books will need to be shown to Teachers via photos / held up and brought back to school on your child's return. These books should not be used as scribble or doodle pads and work needs to be well presented.

In the afternoon during Register time, Teachers will explain the activities for the afternoon, which will be more foundation curriculum based. Work will be marked / commented on by Teaching staff.

We are aware that some families do not have access to devices, other than phones, to access remote learning. We know that this makes learning more difficult and over the autumn term, we asked Parents to let us know on a ParentMail form, the devices they have at home – thank you for this. Based on the information filled in by Parents, plus additional conversations some Parents had with their Teachers, we are organising for some school devices to be loaned for this time period to aid home learning. These devices are owned by the school and will need to be looked after and returned when we resume to normal schooling.

If your position regarding devices has now changed following Christmas, please let us know, as that would mean that more families could have greater access. We are focusing on ensuring that all families have access; however, siblings will need to share. We were given a quota from the Government, which was changed from 28 to 6 last term and now appears we may receive our 28 soon – I await with a lot of hope! However, these electrical devices will need to be set up, which is time consuming. We will do our best to help everyone gain access to what they need. Please bear with us regarding this.

Please be aware, work will be a mixture of remote and paper based so everyone will be able to access the work. We have delivered packs to many children this afternoon – we have a few still to send, please contact us if you have not received it and you can come and collect it.

At the present time, we are extremely busy collating the numbers of vulnerable/ EHC Plan / critical worker children and organising staffing. We are also organising devices to support families. We are also working closely with Herts Catering Ltd to provide Free School Meals to those children who are in receipt of these. Food boxes will be given to those eligible (not to be confused with Universal Free School Meals for KS1 and Reception children). If you received a voucher over the Christmas holiday, you will receive a food package, unless your child is in school. We will let you know in due course, when this will be.

### **Children in school**

If you are a critical worker or your child is deemed to be vulnerable or has an EHC Plan and you wish for your child to attend school, you will need to book a place each week via ParentMail. I can confirm that all places that have been booked for this week have been allocated a place and we look forward to seeing your child tomorrow.

All children attending school will be accessing the same work as their class peers. Staff will support them with the work set by their Teachers and they will also log in at the Register time to see their class Teachers and peers. We have worked hard to ensure that the learning experience is equal for all. These children will be using school devices to access remote work within school.

Children in school are required to wear their school jumpers, any choice of bottoms – skirts / trousers / jogging bottoms and trainers or school shoes. No jewellery is allowed as normal. Please ensure that your child remembers their water bottle. A school dinner can be provided, free of charge by Herts Catering or you can send your child in with a home packed lunch; please remember, no nuts. Normal procedures are in place regarding inhalers and medication.

### **Illness of vulnerable / critical worker/ children with EHC Plans and their families**

No one – adult or child, must enter the school site if they are displaying any symptoms of Coronavirus.

The symptoms are:

- a high temperature
- a new, continuous cough
- a loss of, or change to, your sense of smell or taste

If a family member or child displays symptoms of Covid-19, they must take a Coronavirus test. The NHS Test and Trace programme is vital to reduce the spreading of this infection. Please follow the Government advice below:

- Book a test if you or your child are displaying symptoms. <https://www.gov.uk/get-coronavirus-test> Critical workers, which includes anyone involved in education or childcare, have priority access to testing.
- Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school.
- If the child tests positive for coronavirus (Covid-19), you will be asked to provide details of anyone that they have been in close contact with or maybe asked by NHS Test and Trace.
- Self-isolate if you or your child has been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in your household develops symptoms of coronavirus (COVID-19)

We will be ensuring that staff follow the exact procedures in order to safeguard you and your family. You need to be aware that some of our staff and families within Oughton have serious health conditions and we need to protect everyone.

Once a test has been taken, please inform us of the result by emailing it into school [admin@oughton.herts.sch.uk](mailto:admin@oughton.herts.sch.uk).

### **Breakfast and After School Provision**

Premier Education is continuing to work with Oughton to see how they can help with Wraparound care. However, this needs to be feasible and based on numbers. Please let Premier Education know if you require this for your child. If numbers for After School Club are too low, it may not be possible to run this provision; Breakfast Club will run as normal. The Parental handbook which contains all of the information you need can be found on our website: [www.oughton.herts.sch.uk](http://www.oughton.herts.sch.uk). You will need to book a place in advance if you require it, on their website which is: [www.premier-education.com](http://www.premier-education.com).

### **School timings for Critical Worker / vulnerable / EHC Plan group if you have booked your child into school**

As we have a cross section of children, some year groups will be together in a bubble. Each bubble will not be mixing.

<b>Cohort</b>	<b>Arrival</b>	<b>Pick up</b>	<b>Location</b>
Early Years – Nursery	8:45am	11:45pm	Nursery classroom – one bubble for Reception and Nursery children
Early Years – Reception	8:45am	3:15pm	
Year 1, 2 and 3	8:45am	3:15pm	Oak (Y2 classroom) entrance Moss Way Gate – one bubble
Year 4, 5 and 6	8:45am	3:15pm	Beech RH (Y4 classroom) entrance Moss Way Gate – one bubble

### **Finally**

I am sure that you understand the decisions which have been made in the last 12 hours. We have worked hard to ensure that a provision is put into place quickly. I have met with staff (virtually) to discuss our plans and expectations, both last night, this morning and this evening. I know that many Parents have been emailing in questions and I am hoping that most are answered in this letter.

My priority remains, as always, to keep everyone as safe as possible and minimise the risks to all - children, Parents and staff, whilst providing a good, balanced, engaging curriculum which children enjoy and have a sense of achievement and success. I would like to take this opportunity to thank the staff at Oughton for their resilient attitude over a very stressful time. I would also like to thank you, as Parents, for your continued support. Many of you have expressed your appreciation of us and I hear that many are spreading positive messages about Oughton – thank you.

Yours sincerely



Lisa Clayton  
Headteacher