

# SWINDON VILLAGE PRIMARY SCHOOL

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Head Teacher: Mr G Mills BA Hons (QTS), NPQH

16<sup>th</sup> June 2020

## Re: Final Preparations for further re-opening – Year 4 and Year 5 from 22<sup>nd</sup> June

Dear Parents,

The purpose of this letter is to try and pull together all the **really** important things you, as a parent, need to remember for your child's return to school next week.

**How will lunchtime work? What is the menu and how do I pay? Is my child entitled to a free school dinner when they return to school?**

- **FSM:** We are going to continue to provide ALL Free School Meal (FSM) children with vouchers from Edenred, so therefore, your child will be required to either:
  - bring in a packed lunch *or*
  - you pay for a school meal at £2.25 per day. Online is preferred but we are still accepting cash [please send this in with your child in a clearly marked envelope]
- If you are **NOT** in receipt of FSM vouchers and your child is in Year 5 or Year 4, you will need to pay £2.25 per day if you want them to have a meal provided by school.
- Additional information – please make sure your child has the following:
  - A clearly named water bottle – this will need to be washed daily at home.
  - A clearly named lunchbox – this will need to be washed daily at home.

### Summer Term Menu

Packed lunches **ONLY** will be available.

£2.25 per day for KS2 (payable online or by cash/cheque on the day/in advance)

Free for

- Infants (Rec, Y1, Y2)
- FSM Children in Y3 – Y6

KS1: Sandwich or Roll

KS2: Baguette or Sandwich

Choice of Fillings:

- Ham
- Cheese
- Egg Mayo
- Tuna Mayo

With:

- Cake or Cookie
- Fruit
- Vegetable Sticks

Children will need to bring their own water bottles with their names clearly visible.



## Which days has my child been allocated? What do they wear?

- Please click [here](#) for the letter which explains which group your child is.
- Your child should wear the following:
  - **Non-uniform** – sensible for the weather conditions and trainers please...no open toe footwear. We expect to see a complete change of clothes each day.
  - **Sun Hat** – named.
  - **Sun cream** – they need to be able to apply this themselves *or* apply 'all day' sun cream before they come to school.
  - **Water Bottle** – named.
  - **Lunch bag** – named.
  - **If your child has an SVPS reading book, please return this now [they will be kept in a box for at least 72 hours before being put away, thank you].**

***'Learning from each other – achieving together'***

*'At Swindon Village we learn from each other and achieve together by being kind, being respectful and being the best we can be.'*

### **I have a question and need to speak to the main office?**

- We are only allowing VERY IMPORTANT information to be passed directly to the main office. We are therefore, strongly encouraging you all to email questions/queries to [admin@swindonvillage.gloucs.sch.uk](mailto:admin@swindonvillage.gloucs.sch.uk)
- Should you need to see the main office, please wait, be patient and follow the social distancing measures and signs in place.

### **How do I know when my child can go into their classroom? Can I speak to the teacher?**

- When you come to school at your designated time, please either follow or stand on a 'Red X' and follow the signs.
- Either a Teacher or Teaching Assistant will call the children over one at a time to come into school, this is very different but an important part of our new safety measures.
- Unfortunately, we will not be able to let you stand and speak to your child's class teacher. Please email your teacher. **Each 'Gate and Playground SVPS Staff member' will have a note pad and pen...please pass messages to them if it can't be emailed.**

### **PPE Equipment**

- By all means use PPE equipment to and from school, especially if you are using public transport. However, during the school day your child **will not be allowed** to wear PPE equipment which has brought in from home.
  - If it is disposable, then it will go into one of our new 'lidded pedal bins' on arrival to the classroom.
  - If it a fabric one, then your child must bring a bag to put it in during the school day.
- Government guidance is very clear that school settings do not need PPE equipment unless it is for dealing with a specific case. We have purchased PPE equipment and will use this only if needed. Once used it will then be 'binned' immediately.

### **What times should I arrive for 'Drop-off' and Pick-up? – see site map on the last page**

- **Please allow plenty of time to get to school at the allocated times below.**
- **Please respect social distancing and our 'X Marks the Spot' system is clearly there for you.**
- **Please be polite and courteous – this is new for us all and things are going to take a lot longer.**
- A member of SVPS staff will be on these gates and also in the junior playground between the times above.
- Our Chair of Governors (Mr. Rob Ellis) and our Chair of Premises (Mrs. Dawn Eccles) will be outside our main gates encouraging parents and children to adhere to social distancing rules. This will be for the 1<sup>st</sup> week only though.

Groups/Yr Gr	Which Gate to use	Drop Off	Pick Up
Year 5	<ul style="list-style-type: none"><li>• Entry - Pedestrian Gate</li><li>• Exit = Bus Stop Red Gate</li></ul>	8:45 – 9:00	2:45 – 3:00
Year 4	<ul style="list-style-type: none"><li>• Entry - Pedestrian Gate</li><li>• Exit = Bus Stop Red Gate</li></ul>	9:00 – 9:15	2:30 – 2:45

Yours sincerely



**Mr. Mills, Head Teacher**

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## Which entrances do I use when my child is due back to school?



### Pedestrian Red Gate

1. Y6, **Y5**, **Y4** Entrance
2. Y1 Entrance

### Bus Stop Red Gate

1. Key Worker Children Entrance and Exit
2. Y6, **Y5**, **Y4** Parent Exit

### Middle Red Gate

1. Reception and Year 1 Exit
3. Children in with EHC Plan [Pre-arranged]

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