



ASHTREE PRIMARY SCHOOL AND NURSERY



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16 July 2020

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NEWSLETTER 31

Dear Parents/Carers & Pupils,

Welcome to the final newsletter of the school year. Our Year 6 pupils are moving on to secondary schools and we will miss them greatly as we have done since March! We wish you all well for the future and would love to hear how you all get on in Year 7. When Covid has passed we would love for you to come back and see us. Enjoy the hoodies.

I have provided the full DFE September document for your reference and our final arrangements for September 7th. **The DFE are continuing to issue guidance over the holidays. If our current plans for September 7th change, we will notify you by Friday 4th September via schoolcomms.**

What Parents and Carers need to know about early years' providers, schools and colleges in the autumn term:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

To open this link, press control and click on the link.

Ashtree Decisions for September

1. Staggered start and finish times will continue and no pupil learning time will be lost. As currently, only one Parent/Carer will be allowed on site for drop off and pick up times. It is the responsibility of Parents/Carers to maintain social distance for themselves and your children whilst on the playground. **Please note: Nursery and Reception Parents/Carers will receive a letter dated 15 July from the teachers, about timings for your children's first week. From the second week of term you will then revert to the times in the table below.**

Timetables

Start and Finish times

Class group	Time	Enter and leave by
Nursery bubble	8:45 – 3:30	Nursery door (including AM and PM only children)
Reception bubble	8:55 – 3:15	Rainbows' outdoor area & Sunshines' fire door
Year 1 bubble	8:50 – 3:15	Class 3 & 4 fire door
Class 5 and Class 6 bubbles	9:00 – 3:20	Infant playground door and Class 6 fire door
Class 7 and Class 8 bubbles	9:00 – 3:20	Junior hall fire door accessed through the quiet area.
Class 9 and 10 bubbles	8:55 – 3:15	Class 9 and Class 10 fire doors
Class 11 bubble	8:55 – 3:15	Junior playground door 2 nd in 1 st out
Class 12 bubble	8:55 – 3:15	Junior playground door and through Class 11 1 st in 2 nd out
Y6 bubble	8:45 – 3:05	Class 14 & class 13 fire door

2. **Breakfast Club will not run in the first half of the Autumn term** due to the complexity of pupils crossing bubbles. A decision will then be made for Breakfast Club from the 2nd November. It is likely that this will be for a reduced number of pupils.
3. No Parent/Carer to drive onto the school site unless a school permit has already been issued.
4. We will continue to only allow 1 person at a time in the office lobby and the glass hatches will remain closed.
5. Parent/Carer's Consultations before October half term – these will be booked in the usual way by Schoolcomms but are likely to be conducted via Teams Meetings or via telephone call.
6. Nursery, Reception and Year 1 will form their own bubbles. From Year 2 to 6 each class will be in their own bubble. Year 2 to 6 pupils will be seated into rows, facing the same direction and encouraged not to have contact with each other. Staff will remain at 2 metres distance from pupils or 1 metre plus with mitigating measures.
7. Pupils will continue wash their hands frequently including on arrival and when going home.
8. Pupils should limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, and mobile phones. Bags are allowed. All pupils will now be wearing uniform and this no longer needs to be washed more than is usual.
9. Hot and cold dinners will resume within a staggered lunchtime and certain class bases will be used for additional dining room space with a thorough clean down.
10. Parents and Carers can support by:
 - Ensuring that anyone who has coronavirus (COVID-19) symptoms, or has someone in their household who does, does not attend school or college - this means if your child, or someone in your household, has symptoms you should not send them to school or college
 - Engaging with the NHS Test and Trace process so that cases can be identified and action taken - this means if your child develops symptoms, you should arrange for them to get a test and you should inform your school or college of the results of that test.
11. Every child will need a water bottle and for children not having a school meal, a packed lunch box.
12. They can bring their book bag with just their reading book, reading record and any homework that they are returning.
13. On a PE day they can come to school in either shorts and t-shirt or plain joggers and t-shirt and school jumper. We will not be changing in class.
14. All other days will be usual school uniform with plain black shoes or trainers that can be worn inside and outside, including for PE.
15. If your child needs a change of clothes at any point we will use our washed and bagged second hand uniform.
16. Parents and preschool siblings will not have access to school toilet facilities at drop off and pick up.
17. Senior Leadership Team will be out and about on the playgrounds in the 1st week to monitor the staggered start and finish times. **Please do not arrive earlier than your allotted time as this makes a nonsense of the whole staggered arrangements. As currently please ensure you leave the site promptly.**
18. Our September Risk Assessment can be found on our website.
19. Our updated Ashtree Code of Conduct and Home School Agreement are attached to this newsletter and are also on the website.

Holiday Homework

This is not mandatory. As families you will know what is achievable in the summer holidays and we will look forward to receiving what is done.

Summer Reading Challenge 2020 – Silly Squad <https://summerreadingchallenge.org.uk/>

This year's Reading Challenge is online and supported by local libraries, click on the 'About Tab' within the above link for more information. I will be delighted to award a Headteacher Sticker to every pupil who comes and talks to me about the books that they have read in the Autumn Term. Children will get a special mention in the September Newsletters.



Ms Kirwan's Summer Story Challenge



Ms Kirwan is now the proud owner of 2 garden gnomes, named by pupils as Gnomeo and Juliet. This year's story challenge is to write an adventure involving Gnomeo and Juliet. The story could be illustrated, typed or hand written. For younger pupils the story could be presented as a comic strip. The more outrageous the story the better, but hopefully Gnomeo and Juliet are safely back in Ms Kirwan's garden at the end! **Please ensure any work has reached me by Friday 18 September.** Children will get a special mention in the September Newsletters.



Gnomeo and Juliet will be guest visitors when the children share their stories.

Nursery Admissions

Applying for a school Nursery place for 2020-2021 (For children born between 1 September 2016 and 31 August 2017).

Admissions for Nursery are now dealt with by the school.

For all enquiries relating to children being admitted into our Nursery, please contact the school office 01438 351090.

Our Admissions Application Form for children starting Nursery in September 2020 can be downloaded from our website or a hardcopy is available at the school office.

Our Nursery Admissions Policy is also on our website.

Applications for Nursery are now open – offers are made on a first come, first served basis. We offer 30 hours' provision in Nursery as well as 15 hours.

Reception Places – September 2020

We have a few spaces available for Reception 2020 starters. Please let family or friends know and they can contact the school office on 01438 351090 or admin@ashtree.herts.sch.uk if they are interested.

FSM Vouchers

If anyone's circumstances have changed and you are now able to register for FSM, please see the information below.

Your child could get a free school meal if you receive any of the following:

- **Income Support**
- **Income-based Jobseekers Allowance**
- **Income-related Employment and Support Allowance**
- **Support under Part VI of the Immigration and Asylum Act 1999**
- **The guaranteed element of State Pension Credit**
- **Child Tax Credit** (as long as you're not also entitled to Working Tax Credit and you don't get more than **£16,190** a year)
- **Working Tax Credit run-on** (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- **Universal Credit** (with annual earned income of no more than **£7,400** after tax and not including any benefits you get).

Apply today if you receive any of these benefits. It takes **5 Minutes** and in most cases we can tell you straightaway if your child can get free meals at school.

Have your National Insurance number or Home Office number to hand when you apply.

If your child is eligible for free school meals, they'll remain eligible until 2022, or until they finish their current phase of schooling (primary or secondary), if that's after 2022.

If any family is experience hardship whilst waiting for an application to be completed, please contact the school as we may be able to support with packed lunches for collection or food parcels.

Summer Holiday Free School Meal Vouchers

We will be processing vouchers via the Edenred Government scheme for the period 20 July to 4 September (7 weeks). These will come to you as a 7 week block and should be available during the week beginning 13 July for families that collect from the office and from 20 July for those that receive them electronically.

School Uniform

Pupils will be required to wear school uniform again from September. Order forms are available from the school office - correct payment needs to be made at the time of ordering. If Parents/Carers prefer to purchase school uniform from other outlets, then please continue to do so. We have a small stock of second hand uniform available. Please contact the school office, in confidence, if this would be a support to you.

Finally, may I wish you a very happy and restful summer break. Ashtree Primary School and Nursery is a very caring community and I thank you for your support, which helps to make it so special. In particular, may I thank our wonderful Office staff who work tirelessly for the benefit of the pupils and all that they do is greatly appreciated. I know you would also wish me to thank all our lovely teachers, support staff and Governors for their continued hard work and commitment. Special mention to Mrs Gough for preparing all the meals in the kitchen by herself since March. On behalf of us all, may I thank you for all the end of year gifts and donations that are coming into school. They are all gratefully received and will be put to good use.

I look forward to seeing all children again on Monday 7 September, when attendance is once again statutory.

Hoping that our whole community stays safe and well.

On Friday 17 July school would normally end at 2.15pm – please note school will now finish for your children 1 hour before their current bubble’s finishing time

E. Kirwan

Term Dates Academic Year 20/21 (next academic year)

Provisional (dependent on any further Government Update)

Autumn Term 2020:

Wednesday 2 September	-	Occasional Day - school closed to children
Thursday 3 September	-	INSET Day 1 - school closed to children
Friday 4 September	-	INSET Day 2 - school closed to children
Monday 7 September	-	First day of term for pupils
Friday 23 October	-	INSET Day 3 - school closed to children
Monday 26 October – Friday 30 October	-	Half Term
Friday 18 December	-	Last day of term - finish at 2.15pm

Spring Term 2021:

Monday 4 January	-	First day of term
Monday 15 February – Friday 19 February	-	Half Term
Friday 26 March	-	Last day of term - finish at 2.15pm

Summer Term 2021:

Monday 12 April	-	INSET Day 4 - school closed to children
Tuesday 13 April	-	First day of term
Monday 3 May	-	BANK HOLIDAY
Monday 31 May – Friday 4 June	-	Half Term
Wednesday 21 July	-	Last day of term - finish at 2.15pm
Thursday 22 July	-	INSET Day 5 - school closed to children

Academic Year 2021

KS1 – Y2 Testing window is the whole month of May 2021.

KS1 – Y1 Phonics is 7 – 18 June 2021.

KS2 – Y4 Multiplication Test is 7 – 25 June 2021.

KS2 – Y6 10 – 13 May 2021.

Please ensure you do not book any family holidays during test times as they will be unauthorised.

Ashtree School Code of Conduct

When we enter class we must:

- Be wearing clean school uniform
- Wash our hands for 20 seconds when asked
- Put all of our items in our area
- Avoid getting up out of our seat unless asked
- Sit facing the same way, as appropriate
- Keep 2 metres away from adults as much as possible

CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.



When we are in other areas of the school we must:

- Keep 2 metres away from others as much as possible
- Avoid deliberate contact with others
- Avoid touching lots of items/doors/walls where possible
- Not share equipment

We will keep everyone in our home and school safer by:

- Not attending school if we are unwell
- Avoiding bringing in items from home which we don't need
- Bringing in our own water bottle, however, will keep us safe
- Applying social distancing and government guidance when at home
- Following what is being asked and behaving well

School

Ashtree Primary School & Nursery

Parent

Parent/Carer.....
.....

Child

Child's name.....
Class.....

The school will do its best to:

- Provide an environment which has been risk assessed in response to the COVID-19 infection;
- Adhere to the social distancing rules as set out by the government as much as we reasonably can;
- Provide a curriculum that meets the needs of your child's well-being, mental health and academic needs;
- Contact parents/carers if your child displays symptoms of COVID-19;
- Inform you if staff or children in your child's 'bubble' show symptoms of COVID-19 as this will mean you will all need to self-isolate for at least 14 days or until the test comes back negative;
- Continue our clear and consistent approach to rewards and sanctions for children as set out in the Behaviour Policy as well the expectations outlined in this agreement;
- Communicate between home and school through notices, newsletters, text, email and the school website.

To help my child at school, I know and understand that:

- If my child, or anyone in my household, shows symptoms of COVID-19, I will not send them to school, we will self-isolate for 14 days as a family, I will get them tested and I will let the school know as soon as possible via telephone;
- If my child, or another child in the group, shows symptoms of COVID-19 at school, I will collect my child from school immediately;
- When dropping my child off and picking them up, I will adhere to the 2 metre social distancing rules;
- When dropping off and picking up, I will strictly stick to the school timings for my child;
- My child must not bring any unnecessary items into school with them or take items home from school;
- My child will have their temperature taken on during the day if they feel or present as being unwell;
- I will need to remind my child about social distancing rules but accept they are difficult to follow and that my child may not always do this successfully;
- My child will need to use good respiratory and hand hygiene;
- I will not be allowed into the school without a pre-arranged appointment – make appointments via telephone or email;
- I need to support all staff in their efforts to create an 'as safe as possible' environment during this crisis;
- Read all letters/messages/emails that are sent home;
- I need to inform the school immediately of any changes to parents/carers and emergency contacts details.
- If my child is deemed unsafe, he/she will be sent home and cannot return to school until they can be safe.

I will do my best to:

- Adhere to the social distancing rules in class and in the playground;
- Tell an adult if I feel unwell;
- Not bring unnecessary things into school from home, or take things home from school;
- Only use the equipment provided to me by school and no other;
- Not mix with any other children in the school;
- Follow good respiratory hygiene: coughing and sneezing into elbow or tissue (catch it-bin it-kill it) including no spitting;
- Follow good hand hygiene – use soap and water for 20 seconds/ hand sanitiser;
- Behave well at all times to maintain the safety of myself and others;
- Follow these expectations and know that if I don't, I will be sent home and will not be able to come back into school until I can be safe.

Signed on behalf of the school: Ms. E A Kirwan
Date: 21.05.20

Signed by
parent/carers.....
Date.....

Signed by
child.....
Date.....

ASHTREE PRIMARY SCHOOL & NURSERY



High Expectations = High Outcomes

Vision:

'To create a school community which is safe, understanding, aspirational and which values reading, and where curriculum design challenges children to succeed in life emotionally, socially and intellectually.'