



White Meadows Primary Academy

Whitelea Road, Littlehampton, West Sussex, BN17 7JL

Tel: 01903 731774, email: office@whitemeadows.w-sussex.sch.uk

Executive Headteacher: Mrs. L. Gould

Head of School: Mrs. R. Misselbrook

Dear parents/carers,

We hope you have all had a lovely summer break and your children are as excited as we are about returning to school on Monday. Following our letter at the end of last academic year, this information is a reminder about the protocols and procedures we have in place for a safe return to school.

The children will be grouped into the following bubbles during the school day:

- Bubble 1 - Nursery and Reception
- Bubble 2 – Year 1 and Year 2
- Bubble 3 – Year 3
- Bubble 4 – Year 4
- Bubble 5 – Year 5
- Bubble 6 – Year 6

Children will be dropped off and collected through their classroom doors, other than Maple Class, who will enter and leave the school via the Year 3 group room door. The senior leadership team will be on hand to direct you all to the right places when you come back in September.

We will be operating a staggered start and finish to the day, according to your child/rens surname:

Surname	Start	Finish
A to I	8:30-8:40	2:45-2:55
J to R	8:40-8:50	2:55-3:05
S to Z	8:50-9:00	3:05-3:15

Sunshine Club will be resuming for breakfast club and after school club. Please contact the office if you require wrap around care and have not done so already. We will be using the small hall for breakfast club for Year 5 and 6 pupils to allow for social distancing.

Break time and lunch time will be staggered throughout the day to reduce the amount children moving across bubbles.

We will be operating an enhanced cleaning programme, including additional cleaning during the school day and increased hand washing. Please remind your child/ren to practise good levels of hygiene at all times.

Children from Year 1 to Year 6 will be provided with their own stationery, including a pencil case. Therefore, please don't send your child/ren into school with their own equipment. This is to further

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RENAISSANCE
Champion School



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reduce the level of cross-contamination. Many thanks to the Friends of White Meadows who have kindly offered to pay for this.

Water fountains will be out of use. Please ensure that you send your child in to school with a named water bottle each day.

Children in Year 1 to Year 6 will resume PE lessons – please ensure your child has a named PE kit. You will be informed by your child’s teacher what day they will need to bring this into school.

We aim to resume swimming lessons from 14th September. We will contact you next week with all the details regarding this.

In order to reduce the number of people on site, we are allowing **essential visitors only** into the building. If you need to speak to your child’s teacher or another member of staff, they will be at the classroom door at the end of the day but please be mindful of social distancing. You may also make a telephone appointment to speak to a member of staff by calling or emailing the main office.

Information for new Reception starters:

Monday 7th and Tuesday 8th are for parent consultations. An email was sent out before the Summer holidays detailing the time of your consultation with your child's class teacher. If you are unsure of the time or day of your appointment, please either message the teachers on Seesaw or call the office. Please arrive in time for your appointment via the gate by the willow dome at the front of the school - a sign will be there for you. Your child's class teacher will then invite you into the classroom at the time of your appointment. We would encourage you to wear a mask whilst you are in the school building. The teachers will not be wearing a mask as we would like your child's first impressions of their teacher to be a positive one with a smiling face.

Wednesday 9th - Friday 11th September

The children have been assigned to either Group 1 (9am to 11am) or Group 2 (1pm to 3pm) and this information can also be found in the email sent before the Summer holiday. If you are unsure of your child's group, please contact your class teacher or the school office. Please enter the school via the gate to drop your children off at their class' back door for either 9am or 1pm. When collecting your children, please wait in the outdoor area at either 11am or 3pm. The gates will be opened 5 minutes before the above times. We would encourage you to keep a 2 metre social distancing rule from everyone outside of your family. If you would like to speak to your child's class teacher please wait to one side for all of the children to be welcomed or collected.

Monday 14th September

The children will be experiencing their first lunchtime at school. Group 1 will be in from 9am to 12pm and Group 2 from 12.30pm-3pm. Please send your child to school with a packed lunch or let your child's class teacher know on Friday 11th September if they are having a hot dinner. The drop

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off and pick up arrangements will be the same as above. Please note that we will not be welcoming Group 2 until the Group 1 children have been collected so please arrive for 12.30.

The children will be full time from Tuesday 15th September and will follow the drop off and pick up times as per the first letter of their surname like the rest of the school.

Many thanks again for your support throughout the last few challenging months.

Yours sincerely,

Luisa Gould
Executive Headteacher

Rebecca Misselbrook
Head of School

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