



# HEATHCOAT PRIMARY SCHOOL

Broad Lane  
Tiverton  
Devon EX16 5HE

Tel: 01884 252445

Email: [admin@heathcoat.devon.sch.uk](mailto:admin@heathcoat.devon.sch.uk)

[www.heathcoat.devon.sch.uk](http://www.heathcoat.devon.sch.uk)

**Head of Federation:** Sammy Crook BA(Hons), NPQH

**Head of School:** Demelza Higginson, BEd(Hons), NPQH

**Aspiring to achieve our best:  
moving forward together!**

3<sup>rd</sup> March 2021

Dear Parent/Carer

On Monday 22nd February, the Prime Minister laid out the Government’s route map to take the country out of the current lockdown. As widely reported, we were pleased to see that the return to normality will begin with the full reopening of schools on Monday 8th March.

Our plans as a school are as they were prior to the lockdown at the start of January.

### Timings:

These will remain the same as before. We will be returning to staggered timings at the start and end of the day in line with government guidance to promote social distancing.

- Children will be dropped off by a parent at the school gate. Only one parent to accompany children to school. At the end of the day parents to follow the one-way system for collection.
- In line with the government guidelines pupils are encouraged to walk to school where possible.
- Children from year 5 & 6 can continue to walk home if parents have previously contact the school office to give their permission.
- If you have siblings, please arrive at the earliest time and collect at the latest time for your children. If you have children in year 2 or below, please enter and exit through the park gate (unless alternative arrangements have been made with the leadership team).

|           | Entrance and Exit             | Start time | Finish time |
|-----------|-------------------------------|------------|-------------|
| Nursery   | Park gate                     | 9.15 am    | 3.15 pm     |
| Reception | Park gate                     | 9.00 am    | 3.10 pm     |
| Year 1    | Park gate                     | 8.50 am    | 3.05 pm     |
| Year 2    | Park gate                     | 8.40 am    | 2.55 pm     |
| Year 3    | Main gate – carpark           | 8.50 am    | 3.15pm      |
| Year 4    | Pedestrian gate<br>Broad Lane | 8.40am     | 3.05pm      |
| Year 5    | Pedestrian gate<br>Broad Lane | 8.50 am    | 3.15pm      |
| Year 6    | Main gate – carpark           | 8.40 am    | 3.05pm      |

All Personal Data is collected and processed in accordance with GDPR and the Data Protection Act 2018. Full details can be found for all the Personal Data and Special Category Data we collect and process, in our Data Protection Policy and our Privacy Notices which can be found on our website [www.heathcoat.devon.sch.uk](http://www.heathcoat.devon.sch.uk)

- Cars will not be allowed in the car park during the start and end of the day whilst children are being dropped off and collected.
- At the end of the day parents will follow the one-way system.

**Please ensure that you arrive and leave promptly at your allocated drop off and pick up time.**

**Parents are reminded of the need to wear a face covering and maintain social distancing at all times.**

#### **Classroom Organisation:**

Year groups will continue to be contained within their own year group bubbles and kept apart from other bubbles in line with our risk assessment (including playtimes and lunchtimes). Classrooms will continue to be organised in line with DfE guidance.

#### **Uniform:**

All children will be expected to wear school uniform.

Primary aged children are not expected to wear a face covering.

#### **PE:**

Children in Yr1-6 must wear their PE kit to school on their allocated PE days. Reception children must wear appropriate footwear for PE on their allocated PE days. PE sessions will take place outside wherever possible.

#### **Hygiene:**

Children will be expected and reminded to wash their hands regularly throughout the day and sanitiser will be available in all classrooms. Sanitiser is also available throughout the school. Children will be reminded regularly of 'catch it, bin it, kill it'.

#### **Cleaning:**

Enhanced cleaning arrangements will continue to be in place across the school each day.

#### **Breakfast and After School Club:**

Breakfast and Afterschool club will resume from Monday the 8th March. The arrangements will remain the same as last term. It will be run from the school dining hall, where children will sit at tables in their year group bubbles. They will have access to a range of activities.

#### **Lunches:**

Lunches will be available as normal from the school kitchen. Children eligible for free school meals will have a meal provided and paid meals will also be available. Children can bring a packed lunch.

#### **Attendance:**

The DfE has been clear with schools that attendance is **not optional**. The usual rules and duties around school attendance are in place from 8th March. We will continue to support your child in his/her return to school and welcome your support in being positive with them. Teachers and staff are very much looking forward to all children returning to school and I am sure that children and parents are too.

Obviously if your child becomes ill and has Covid-19 symptoms they must not be brought into school and parents must request a test. If any member of your household has symptoms or a positive test, please follow the government guidance on self-isolation. If your child has an illness that you believe is not Covid-19 please be aware that we will be ringing to ask you more details about their symptoms before they return to school.



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All absence should be reported every day that your child is unwell/unable to attend school via email [attendance@heathcoat.devon.sch.uk](mailto:attendance@heathcoat.devon.sch.uk) or telephone: 01884 252445

Please do not send your child in if they are being sick or have been sick within the last 48 hours, or if your child has any of the COVID-symptoms.

If your child develops symptoms while in school, we will implement our isolation procedures as listed in the risk assessment and you will be contacted immediately to collect your child.

### **Testing/ Safety:**

All staff in school are carrying out Lateral Flow tests twice weekly to further ensure the safety of the pupils and themselves. We ask that you support us with this by ensuring you follow our guidance and systems for drop off and pick up as well as adhering to social distancing and the wearing of face masks.

Parents can also participate in carrying out Lateral Flow tests twice weekly. For more information about this, please follow the link: <https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff>

Without doubt, this has been an unprecedented year, however with your support and the continued development of remote learning by the staff along with the enthusiasm from our children, we believe we have all worked together to make this as positive an experience as possible.

We have attached a social story to this email which you may find helpful to share with your child in preparation for returning to school next week.

We look forward to welcoming you all back to school on Monday 8th March.

Kind regards

The Leadership Team

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