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16th June 2020

Dear Parents/Carers and Staff,

Updates

Changes to provision

As you are aware, in our updates letter dated 8th June, we advised that in order to accommodate the increased demand for School based provision, we would be increasing the size of all the 'bubbles' that pupils are working in.

From next week we will be operating in small group bubbles. These bubbles could contain up to 6 pupils with a maximum of 4 in a class on any day, working with a class team of staff to ensure that we operate together in teams to support pupils. We will continue to be as flexible as we can to support pupils, families and staff. The next phase is preparation towards finding a new normal for our School community.

We have grouped pupils, where possible, with peers and staff from their current class and allocated the number of days that each pupil will access this provision. This will be on a rota basis for both pupils and staff. These 'bubbles' will be kept as consistent as possible in order to reduce contact between people. However, as previously emphasised, given the needs of our pupils, it will not be possible for many of them to socially distance, despite our very best efforts to encourage them to do so. We must also re-iterate that, given our significantly reduced staffing compliment and available space, we cannot always guarantee that pupils will be supported by familiar staff in a familiar area.

Class teachers, HLTA's or STA's will lead the class / bubble as we establish routines and structures for our pupils and begin to focus upon our 'recovery curriculum'.

Parents / carers will receive an email on Wednesday 17th June, advising them of the days their child has been allocated, and key information regarding their child's 'bubbles.' Parents / carers making new requests for school based provision will receive a follow up email containing important associated documentation.

We fully understand that some families may not be comfortable with 'bubbles' increasing in size, and that you may therefore choose to now keep your child at home. If this is the case, please let us know.

If families would like to request School based provision for their child, and have yet to do so, please can you do this via the following link –

<https://forms.gle/YNMshpwLyaTZ4VT68>

Track and Trace

Please remember that we have set up a track and trace email account to enable reporting of symptoms of Covid 19 / Coronavirus. This will be for any households that are accessing a school based provision and for staff that are working in school to report symptoms. The system operates as follows:

- Symptoms of Covid 19 / Coronavirus are to be immediately reported by email to trackandtrace@five-acre.kent.sch.uk



- Our team will access our database and notify parents and staff that have worked in that room/bubble for the previous 3 days.
- We will advise that families should self-isolate for 14 days or until we have had test results for the pupil or staff member reporting the symptoms.
- The bubble will be closed and pupils and staff will not access school for 14 days, or until a negative test result has been evidenced.
- The track and trace team will notify transport as required.
- Once test results for Covid 19 / Coronavirus have been received the team will call to notify families of the results.
 - If the result is negative the room/ bubble will reopen and pupil and staff will be able to resume the timetable.
 - If the result is positive the room/bubble will remain closed until the 14 day period after notification has been completed.

Take care all.

Kind regards

The Senior Leadership Team

