



Morecambe Bay Community Primary School  
Station Road  
Morecambe  
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14<sup>th</sup> July

Dear Parent/Carer,

Thank you for your response to how we have reopened school to more pupils for the last few weeks of the academic year. We are really proud of how the children have coped and adapted during this period of time.

We have now decided upon the best possible action to enable us to reopen fully to pupils in September, whilst keeping our school community safe.

Senior Leaders and Governors have taken into account the following when reaching our decisions:

- Medical advice
- Government guidelines
- Union statements
- Local school leadership forum statements
- Staff opinions

All pupils will be welcomed back to school in September and will be in 'class bubbles' of no more than 30, each allocated to a teacher and teaching assistant. Their allocated staff member will stay with them and as far as possible will not change. Each bubble will then stay within this group for play times and lunches for each class will be staggered to accommodate this arrangement.

Classrooms will be altered so the children will all be facing forwards wherever possible and each child will have their own pack of resources/classroom equipment to minimise the sharing of equipment. When collaborative work takes place, furniture may be rearranged. There will be a one-way system for movement around school and staggered pick up times. Playground zoning arrangements will further cut down interaction between groups.

A full protocol of arrangements in response to Covid-19 is attached to this letter but a summary of the most important details for you to be aware of are as follows:

- The first date back at school will be Wednesday 2<sup>nd</sup> September
- Children should not arrive at school before 8.40am
- If the children are in Years 5 or 6, they can come to and from school independently. If this is not appropriate then only one adult school accompany the child.
- Start times for school will be 8.45am and breakfast will be served in the classrooms.
- Children in EYFS will enter school through the double gate on Euston Road near the bus stop and will congregate on the right hand side near to the Ross Centre. Teachers will then take the children into class through the EYFS gates.

- Children in Mrs Watson's and Mrs Vincent/Miss Wood's classes will enter school through the gate nearest the staff car park straight on to the playground. The children will be met by their teachers and will go directly into their classrooms from the playground. Parents should then follow the one-way system and leave the playground by the gate at the top of Station Road.
- Children in Miss Brooks' class should go passed the main entrance and round the back of school to enter the classroom via the external door to Miss Brooks' classroom.
- Children from Years 3 and 4 will enter the school grounds via the double gates on Euston Road near the bus stop. They will then go directly onto the Muga via the gate by the garage where they will be met by their teachers.
- Children from Years 5 and 6 will enter school from the gate nearest the staff car park and will line up in the yard. We are encouraging Year 5 and 6 children to walk to and from school by themselves or with friends.
- Parents are requested to maintain 1 metre plus distancing when coming through the gates and whilst following the one-way system in the yard.
- Staff will be on hand to remind everyone of appropriate protocols.
- The school kitchen will provide hot meals again or children may bring in a packed lunch.
- Children should wear the correct uniform and can bring their own PE kits in. Each class will have their own sports equipment to minimise sharing.
- **Pick up times will be 2.45pm for EYFS and Years 5&6 and 3pm for Years 1, 2, 3 and 4.**
- Reception and Nursery parents to collect outside Early Years via the gate on Euston Road as in the morning. Staff will send your child out to you.
- Years 3 and 4 parents will meet their children on the Muga via the gate on Euston Road.
- Children in Years 5 and 6 may walk home independently or be collected by 1 adult from the main yard following the one way system.
- Years 1&2 to be collected from their classrooms as in the morning. Please maintain the one way system on the playground.
- Staff members will be at the gates to help you find the correct entrance point so please do not worry.
- If a parent/carer needs to visit the school office, please observe social distancing whilst in the reception area and only enter when this is possible.
- Be aware that quarantine rules are still in place for some countries so please bear in mind the dates for returning to school.

In these unfamiliar times, changes may happen quickly and we have to be fluid in our response. If any changes are made, we will let you know as soon as we can. Please follow our school Facebook page for quick updates. Staff will also be available in school from 1<sup>st</sup> September to answer any queries.

We really appreciate your support of our plans and how you and your children have responded to them. If you do have any concerns or comments, please let us know by emailing Mrs Wilkinson on: [bursar@morecambebay.lancs.sch.uk](mailto:bursar@morecambebay.lancs.sch.uk)

We hope you all have a lovely summer and we look forward to welcoming you all back to school in September.

Kind Regards,

Mrs Collingwood,  
Headteacher