



Ormiston Cliff Park Infant and Ormiston Cliff Park Junior Academies



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25th May 2021

Arrangements for return to the Infant and Junior Academy from June 7th 2021

We hope that this letter finds you safe and well! You already be aware of our plan to return our Academies to the agreed standard timings from June 7th as Government advice continues to indicate progress against COVID. The purpose of this letter is to share specific arrangements with you.

Our Academies continue to review guidelines to make sure that our assessment of Health and Safety risks remain high priority. In order to continue to protect our children, families and staff we will designate our "bubbles" as year groups. In this way we have been able to structure the day safely and enable continued sanitising of equipment, seating spaces and reduce risk.

Entrance and Exit Procedures for the Academies:

- In support of safety all adults and coming onto site are expected to continue to wear a face covering. If you are exempt, please wear your lanyard and make yourself known to us.
- We ask that **adults do not wait or congregate on site** or in the immediate local area as this presents additional risk.
- In order to support social distancing, we will still operate a one-way system onto and off site through the playground gate.

Timings of the Academy Day: From Monday 7th June

Start and End of school:

Parents are able to drop children off at both Academies between 8.30am and 8.50am and are asked to pick all children up at 3pm (OCPIA)/ 3.05pm (OCPJA) unless accessing paid extra provision.

OCPIA:

Please bring your child onto the playground and drop at the outside door for the class before 8.50am when gates close.

- Reception children – please use the classroom doors for drop off.
- Year 1 – please use the classroom doors for drop off.
- Year 2 Giraffe and Ibis Class – please use the main Year 2 entrance door for drop off
- Year 2 Kangaroo Class – please use the classroom door for drop off.

Parents arriving for pickup should not arrive onsite early as gates will not be opened before 2.55pm.

Pick up will be as follows:

- Reception children – please collect from the classroom doors
- Year 1 – Butterfly Class- please collect from the classroom door
- Year 1 – Cricket Class -please collect from the classroom door.
- Year 1 – Ladybird Class – please collect from the main Year 1 door onto the playground
- Year 2 - children will be collected from the Year 2 door area on the playground.

OCPJA:

Parents are asked to drop off children at the school gate between 8.30 and 8.50 in the morning. The children will walk straight into school at this point. They are asked to enter the playground and wait in the Year Group Zones already in use when collecting children at the end of the day which is 3.05pm.

We ask that all parents and carers comply with social distancing when onsite support other parents, children and staff by leaving the site promptly.

After school paid provision:

We have been able to reallocate resources to enable some after school provision to once again operate Monday - Thursday between 3pm/ 3.05pm and 4.30. This is a paid provision and as spaces are limited parents are asked to book in advance.

Uniform and Equipment

Children are required to wear our Academy uniform and school shoes. The children will need to bring their coat, a bookbag and a water bottle into the Academy. Ruck sacks are not necessary due to space. To reduce continued risk, children are asked to attend school on their PE days and for Healthy Heart Activities wearing correct PE kit as current practice. Please see below:

	Healthy Heart Learning	PE Days for Year groups		
Reception	Thursday	Starfish - Tuesday	Puffin- Friday	Dolphin- Weds
Year 1	Tuesday	Cricket - Thursday	Butterfly - Weds	Ladybird- Weds
Year 2	Wednesday	Ibis- Tuesday	Kangaroo - Monday	Giraffe - Tuesday
Year 3	Tuesday	Thursday		
Year 4	Wednesday	Monday		
Year 5	Thursday	Tuesday		
Year 6	Friday	Wednesday		

Lunches

All Reception, Year 1 and 2 children are eligible to receive a Universal Free School Meal. This will be a hot lunch with a main choice or vegetarian option. This can be ordered each morning as usual. Children will be eating lunch in the hall as a year group. Children in Year 3 to Year 6 are able to order schools dinners or can bring their own packed lunch.

Attendance

Full attendance for children in all year groups is expected and is mandatory. Leave of absence requests will only be granted in exceptional circumstances following a meeting with the Head of School in line with Academy policy.

No child or adult should attend the academy where they are showing possible signs and symptoms of Covid-19.

Reporting absence:

Please inform the Academy of any illness on the **first** day of absence as usual.

When leaving a message or speaking to a member of staff please be very specific about the reason e.g cough, temperature, sore throat, sickness etc as this is vital to the tracking, reporting arrangements and support.

Please contact the Academy Office if you have further questions about this information.

We are all looking forward to seeing all our families on the 7th June.

Yours Sincerely,

P Reid

Head of School OCPIA

L Watkins

Head of School OCPJA