



**The Orchards Primary Academy**  
Rhayader Road  
Northfield  
Birmingham  
West Midlands  
B31 1TX

Headteacher: Hayley Carrier

Tel: 0121 464 4302

Email: [enquiry@theorchardsprimary.co.uk](mailto:enquiry@theorchardsprimary.co.uk)

Website: [www.theorchardsprimary.co.uk](http://www.theorchardsprimary.co.uk)

**8<sup>th</sup> July 2020**

Dear Parents and Carers,

As promised, I am writing to outline the plans that we have made for the wider opening to all year groups in September.

The plan that we have put together ensures that all children return to school every day, for their full educational entitlement. There will however, be a short settling in period for our children in the early years. If you have children in Pre-Academy, Nursery or Reception class, you will receive a separate letter outlining their settling in period, as it differs slightly to what is outlined here.

Each class will be a 'bubble'; movement between this group will be minimised, with children not being able to socialise and mix between these groups. This is to keep any possible spread of the virus as contained as possible.

We will be staggering the arrival and departure times of each 'bubble' which is outlined below. You will need to bring and collect your children at the **exact times** listed below, and at the correct 'drop off and collection' point. This is crucial in order to minimise the number of parents and carers who are stood at the gates at the same time. Primarily, this is to ensure the safety of both yourselves and your children.

Class Bubble	Arrival time	Departure time	Drop off and collection point
Year 1	8.40 am	3.10 pm	KS1 (infant) gate
Year 2	8.50 am	3.20 pm	KS1 (infant) gate
Year 3	8.40 am	3.10 pm	KS2 (junior) gate
Year 4	8.50 am	3.20 pm	KS2 (junior) gate
Year 5	9 am	3.30 pm	KS2 (junior) gate
Year 6	9.10 am	3.40 pm	KS2 (junior) gate

There are a number of important pieces of information that you will need to be aware of when the children return:

- Full school uniform will be required. Ties are not required in the Autumn Term
- The children will need to wear their school PE kit on the day of their PE lesson, to school. This is to minimise the need to get changed, leaving clothes around on tables and using other rooms to change in
- The children will be able to bring their own packed lunch in to school. Staff will be encouraged not to touch these, so I would ask you to be mindful of what you prepare for the children, ensuring that they can open and access everything by themselves, as much as possible
- The children will start the new school year in their new classes, with their new teacher. We are eager to get started with teaching to make up for all the lost learning time, as soon as possible





**The Orchards Primary Academy**  
Rhayader Road  
Northfield  
Birmingham  
West Midlands  
B31 1TX

Headteacher: Hayley Carrier

Tel: 0121 464 4302

Email: [enquiry@theorchardsprimary.co.uk](mailto:enquiry@theorchardsprimary.co.uk)

Website: [www.theorchardsprimary.co.uk](http://www.theorchardsprimary.co.uk)

- The children will have staggered breaks and lunchtimes so that there is only their 'bubble' on the playground at any one time
- The children will eat their lunch in the classroom and not in the hall
- Children can bring their own water bottle in to school from September
- **Breakfast club: Our school rebuild commences during the summer break and our hall will be cut in half. This means we will have a significantly reduced space to keep the children socially distanced. For this reason, we will be operating a first come, first served breakfast club for the children of key workers only. We are only able to offer 15 places at this point in time. Places will be given to the first 15 people to request them via our enquiry email address only. This can be found at the top of this letter. No places can be reserved over the phone. You will be notified by the beginning of September if your child has secured a place.**
- **Our after-school care will continue to be run by Sports Plus. Government guidelines have changed in respect of the ratios for after school care so we are only able to offer limited places for each session. On a Monday and a Tuesday evening, we will be offering children in Key Stage 1 (year 1 and year 2) places at after school club. This will be for 16 children maximum and will be offered to the children of key workers only, again, on a first come first served basis. On a Wednesday and Thursday, we will be offering Key Stage 2 children places in after school club (years 3, 4, 5 and 6) and this group will be a maximum of 20 children, based on a first come first served basis. Please email the enquiry email address at the top of this letter, to request a place at either our before or after school care. You will be notified by the beginning of September if your child has secured a place.**
- If a child or member of staff falls ill during the school day, we will keep that individual isolated in a set room whilst we await their collection. We will then ask parents to instigate the testing procedure so that we are able to abide by the Track and Trace procedure
- Any intimate care or first aid will be delivered by trained staff as usual; staff will be required to wear PPE when delivering this care to the children
- No child or staff member should be wearing face masks or PPE; any children wearing masks will be asked to remove them at the school gate
- There will be no swimming or external trips carried out in the autumn term

We have produced a number of detailed risk assessments when planning for the wider opening of the school; these will be found on our school website at the beginning of September. Everything that we have put in to place has been very carefully thought out amongst the senior leadership team and has the safety of our children, staff and parents at the very forefront.

We understand that some of the details we have outlined may cause difficulties for our families. As you are aware, we are all working under very difficult and unusual circumstances and ask that you continue to be patient and work with us, whilst we navigate our way through the first few weeks in September.

As always, all of the plans for opening our school could change dependent on the most up to date guidance. We hope that what we have planned will allow us to adapt where necessary, more easily.





**The Orchards Primary Academy**

Rhayader Road  
Northfield  
Birmingham  
West Midlands  
B31 1TX

Headteacher: Hayley Carrier

Tel: 0121 464 4302

Email: [enquiry@theorchardsprimary.co.uk](mailto:enquiry@theorchardsprimary.co.uk)

Website: [www.theorchardsprimary.co.uk](http://www.theorchardsprimary.co.uk)

If you have any further questions, please email us on the enquiry email address at the top of this letter.

Kind regards,

Mrs Carrier  
Head Teacher

