



Coopersale Hall School

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HEADMISTRESS

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3 March 2021

Dear Parents

Re: Return to School on 8 March 2021

May I begin by thanking you for all your support during remote teaching and learning. I know that the situation has presented a number of challenges, but without your help and cooperation at home, those challenges would have been harder to overcome. Luckily, we can now welcome your children back for teaching in school, and we can't wait!

In order to make the transition back to school a smooth one, we need your continued support in a number of important areas. Thank you in advance for your cooperation with us.

Covid-19 Testing before the Return to School

May I remind you of Mr Hagger's letter encouraging all families to provide a negative test for their children before they return to school. Please send all the test results to covid@coopersalehallschool.co.uk.

If any person in your household has any COVID-19 symptoms or is having a test, the whole household has to self isolate until a negative test result is received. Please inform the school as soon as possible if you are taking anyone in your household for a test.

No pupil should be sent into school if they are unwell, or if they show any of the recognised COVID-19 symptoms.

Communication with Class Teachers

The instant communication between the school and the families on Seesaw has been very helpful during remote learning. Now that we are returning to school, all communication with the class teacher should revert back to emails.

The teachers will not be checking Seesaw through the day, as they will be in class teaching. The most effective way of contacting them will be through their school email address.

Socialising and Following the Government Guidelines

We have all reached the point of wanting to see and socialise with people outside our own household. However, it is important to continue to follow the Government guidelines and not arrange playdates, parties or sleepovers, until the guidance changes and we are permitted to do so.

Before we went into full lockdown, we were aware that some of our families didn't follow the Government guidelines, which resulted in many of our staff and children falling ill. However tempting it might be, do not compromise the safety of our school community in a desire to return to having more social interaction outside school. It is imperative that we all respect the rules and keep each other safe.

Bubbles

We will continue to organise the school into year group bubbles during the day, just as we did last term. This will allow us to continue to organise effective teaching groups across the year for core subjects. Teaching assistants and lunchtime supervisors will also be allocated to one year group only.

Pick Up and Drop Off

Drop off will be from 8:20am until 8:40pm every morning until the end of the Spring Term. The expectation is for Years 3 to 6 to use the drop-off lane every morning. This helps to minimise the number of adults entering the school site, and also encourages independence from our older children. A member of Leadership Team will always be at the drop-off lane to ensure the children's safety. The gates will close promptly at 8:40am for the start of the school day.

Arriving on time for school is very important. If parents arrive late, they need to come to the school office to sign in, and must not take their child to the classroom. This should be avoided as we are limiting parents on site.

Pick-up remains the same: Early Years at 3pm from their classrooms, Years 1 and 2 at 3:15pm from their classrooms, and Years 3-6 at 3:30pm. Collect Year 3 from the Early Years gate, Years 4 and 5 from the big gates to the side of the school, and Year 6 from the front of the school.

We need your support in clearing the school site as soon as possible. There should not be any groups of families socialising around the site. Staff will be around at the end of the day to remind you.

Lunchtimes

Unlike during the Autumn Term, when we had a rota of hot lunches and picnic lunches for Years 3-6, we have made changes to the daily timetables and aim to provide all of the children with a hot lunch every day this term. We will trial this over the first week and will review and adapt if needed.

Staff Shielding

We have several members of staff with NHS shielding letters who are unable to return to school at this point because they have underlying health conditions.

I will be writing individually to each year group affected to outline the return to school plans and explain the staffing arrangements which will be in place until the end of the Spring Term. The staff shielding at present are: Miss Gowland, Mr Robinson, Mrs Price, Mrs Cocklin and Mrs Beechey.

Assessments and Learning Review

We will have an informal assessment week in school starting on Monday 15 March. The purpose of these assessments is for the teachers to review the children's learning during lockdown, check that concepts are embedded, identify any individual learning gaps and put in place catch up, support or challenge where it is needed.

We will be writing to each year group to outline the plan for the week, and explain how we will use the assessment data for each year group to inform the teaching over the course of the rest of the school year. We will also inform parents about the Parents' Evening that follow the assessments.

Uniform

Children will be expected to return to school wearing their full uniform, including a blazer. On PE days children should continue to come into school wearing their PE kits for the whole day. Please remember that you can support FOCHS by ordering nearly new uniforms from them, if your child's uniform no longer fits. Although we would normally wear winter uniform until Easter, children can wear the summer uniform for the remainder of this term, if they have outgrown their winter uniform already.

Learning Resources

Before and during the lockdown, a range of resources were sent home to help our children with remote learning. These included reading books, mini whiteboards, pens, and maths resources. All now need to be returned to school on Monday 8 March. Please place all the resources in a named plastic bag and bring them in on Monday.

The teachers will have a box ready for you to drop the bag in. We need all the resources back in school for the class teaching to begin effectively next week.

Clubs, including Tea Time Club and Breakfast Club

Breakfast and Tea Time Club will resume from 8 March to enable parents to work. The wraparound provision will continue to run in a secure way to protect the year group bubbles, and therefore the clubs have to be pre-booked via the office at least 24 hours in advance. Tea Time Club will be in Reception Gowland, Upper Kindergarten, the hall, and the three tea time rooms.

Peripartetic music lessons will continue on Zoom from next week for the remainder of the term. Speech and Drama lessons will continue in their year group bubbles in school.

In order to preserve the year group bubbles until Easter, the following clubs will recommence in the Summer Term:

Art	Gym	Street Dance
Football	Karate	Tennis
Fencing	Multi-sports	Yoga/Early Years Yoga
Golf	Spanish	

The office will notify parents about the Summer term schedule, and any bubble rotations, once it is finalised.

Mental Health and Wellbeing

We have written several times over the last few months with information about how to help with children's mental health and wellbeing at home. As you will be aware, there are some guides and resources available to download from our website.

Some of our children might be experiencing anxiety or separation issues with less than a week to go until the full return, and Essex County Council has also provided some excellent resources that might help:

- The [Essex Wellbeing Service](#) has developed a navigator service to both signpost and provide a triage service where necessary to support the children's emotional wellbeing and mental health needs on the return to education. To access this service, call 0300 303 9988 from Monday 8 March.
- Recovery and Return to Educational Settings suite of resources has two downloadable webinars for families:
 - Part 1: [Looking after yourself](#) (28mins)
 - Part 2: [Looking after your family](#) (39mins)
- Essex Local Offer: [Coronavirus support wellbeing and mental health](#)

Public Health England has also published advice for parents on looking after the mental wellbeing of children during the pandemic, which is available to download [here](#).

National and local research findings are indicating that social, emotional and mental health needs continue to be a priority and concern. As ever, please do not hesitate to contact us directly if you feel you need any specific support. The class teachers, Leadership Team and I are available to help in any way we can.

Online Learning Platforms

We will continue to use the online platforms, Seesaw and Education City, to set some of the homework. We see these platforms as an integral part of our teaching and learning, and they will be used regularly. In addition, if the need arises for a bubble to self-isolate, we will revert to remote learning via Seesaw, Education City and Zoom. We all hope that this will not be needed!

Staff Matters

Mrs Baker, a member of our Early Years team, has been with us since 2008. She is relocating to Jersey with her family soon after Easter, and so her last day at Coopersale Hall will be at the end of this term. I know that lots of children have been taught by Mrs Baker over the years and they have enjoyed their time with her. We wish Mrs Baker well for the exciting move and for her retirement. She will be missed by many of our families and staff.

Miss Dawson will be joined in UKD by Mrs Dawson after Easter. Some of our families will remember Mrs Dawson, who has worked previously at Coopersale Hall School for many years.

Smart Watches and Fitbits

Historically we have allowed Year 5 and 6 students to wear Fitbits to school. We have now decided to extend this to Years 1 to 6, in response to requests from families who would like to track their children's activity during the day.

Smart watches are not to be worn in school by any year groups, including Year 6. Apart from being a very expensive accessory, these are unnecessary for school. Smart watches have the same functions as a mobile device which are not allowed in school. There is no need for any pupil to text or make contact with anybody outside the school during the day.

Earrings

As you will know from the Parents' Handbook that is sent to all parents at the start of each school year, no pupils are allowed to wear earrings for school. Please ensure that any earrings are removed before coming to school.

Final Thoughts

It does seem as if we are on the road to returning to something like normality soon. I am hopeful that with your continuing support and adherence to the Government's guidelines, we can minimise any disruption to teaching this term and ensure a smooth return to school for all the children.

I look forward to seeing you and the children next week.

With kind regards and best wishes

Yours sincerely



Moreen Barnard
Headmistress



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