



# BANWELL PRIMARY SCHOOL

**Belong Believe Achieve**

Headteacher: Mrs C Pocock

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25<sup>th</sup> June 2020

Dear Parents and Carers

We are delighted to be welcoming your child to Banwell Primary School and are writing to you today, to invite you to come and visit the school with your child so we can share our arrangements for induction with you. Transition from pre-school to school is such an important thing for us to get right for every child, and usually we would have a meeting for parents at this time where we could share how we make this special for your child. Although school has now reopened for the current Reception class, due to the current restrictions and safety measures implemented for the prevention of coronavirus infection, we are unable to have everyone visiting for a meeting at the same time, and so we are offering individual 'meet and greet' sessions as an alternative. We would be grateful if you could read the attached health and safety guidelines for visitors, and adhere to them while you are on the premises.

This is entirely optional but we would love to have the opportunity to meet with you if you are able. Please ring the school office and select the time that works best for you and your child. The dates and times of the available appointments are as follows, and we will be allocating them on a first come first served basis:

Thursday 16<sup>th</sup> July: 11:00 / 11:20 / 12:40 / 1:00 / 1:20 / 1:40 / 2:00 / 2:20

Friday 17<sup>th</sup> July: 9:20 / 9:40 / 10:00 / 11:00 / 11:20 / 11:40 / 12:40 / 1:00 / 1:20 / 1:40

During our meeting with you, most importantly we will be able to talk to your child and show them around their new classroom and outdoor play area. We will be giving them their own Banwell School book bag with a book for them to keep inside, in recognition of how important we consider early reading to be. The book bag will also contain all of the forms and information you will need about your child starting school in September including all of the information we would have shared with you in our usual induction meeting. We will also be able to share induction timings for September, school uniform, dropping off and collection arrangements and the 'I am going to Banwell School' booklet for your child to complete with you at home during the Summer Holiday and bring back into school to share with us on their first day.

This is the provisional plan for September induction. Obviously at the moment we do not have certainty due to the changing Government guidance for schools, but at the moment we are proposing that the first week in September will begin with an INSET Day for staff only on Tuesday 1<sup>st</sup> September, time for staff to prepare for the new classes on Wednesday 2<sup>nd</sup>, and then on



Thursday 3<sup>rd</sup> and Friday 4<sup>th</sup> September we will be arranging individual parent/child consultations with you. This means that your child's first day at school will be on Monday 7<sup>th</sup> September. The children will be allocated into one of two groups for the whole of the week beginning Monday 7<sup>th</sup>, and will attend either a morning or afternoon session every day that week, and they will have their lunch at home.

The morning sessions will be 9.00 – 11.30.

The afternoon sessions will be 12.30 – 3.00

We are then hoping that the children will be able to come to school full-time (8.50 – 3.15), from the week beginning Monday 14<sup>th</sup> September, if the current Government guidance at that time allows for this to happen and as long as the individual child is ready.

Once the children are at school full-time we will be able to have a meeting for parents explaining the EYFS curriculum, and to give you the opportunity to meet with other members of the Banwell School team.

We have added a tab to our Banwell School website, where we will add any specific information relevant to the new Reception class children starting in September. Please see the link below:

[www.banwellprimary.co.uk/website/transition/493785](http://www.banwellprimary.co.uk/website/transition/493785)

We are all very much looking forward to meeting with you in July. In the meantime if you have any questions or anything else we can be of help with, then please telephone the school office or email [office@banwellprimary.co.uk](mailto:office@banwellprimary.co.uk).

Yours sincerely,



Claire Pocock  
Headteacher



## **Health and Safety Guidelines for Visitors (including Contractors) at Banwell Primary School**

**Aim: To minimise the risk of direct transmission or indirect transmission of COVID 19**

1. Avoid contact with symptoms   2. Frequent handwashing and good respiratory hygiene practices   3. Regular cleaning of settings   4. Minimising contact and mixing

- Please do not enter the school site unless a pre-arranged meeting has been agreed.
- No visitors will be allowed to arrive or depart between the following times:  
8:40am to 9:20am                      and                      2:40pm to 3:20pm
- Please do not enter our school if you, or anyone in your household are displaying any of these symptoms: fever, cough, shortness of breath.
- All access to school is from the West Street entrance. To avoid contact with others, please keep to the left when walking up or down the drive.
- Please ensure no unnecessary items are brought into school from home/work.
- Please use the community car park opposite the school site, if it is not possible to walk or cycle.
- Visitors are expected to adhere to the latest government guidance at all times to protect all members of our community.

**ALL VISITORS WILL BE EXPECTED TO ADHERE TO THE FOLLOWING WHILST ON SITE:**

- A 20 second handwash with soap:  
on arrival at school  
after using the toilet  
before leaving school  
use an alcohol-based hand sanitiser (at least 60% alcohol) if soap and water are not available
- Maintain 2 metre distance.
- Keep to the left when moving around the school and where possible face away, step back into doorway to let others pass.
- Use elbows where possible on any touch release door pads.
- Avoid touching your face.
- Maintain good respiratory hygiene – tissues in each room - catch it, bin it, kill it.
- No entry into rooms where children are present.

