

Dear Parents and carers,

I just wanted to write to you to inform you of the ways we are ensuring your child's safety in school.

- We are operating bubble systems. Each year group is one bubble. Bubbles are not mixing in school.
- We are running two separate times for breaks and lunchtime. This means that we only have three year groups on the field at any time and they can be socially distanced effectively from other bubbles.
- Each bubble has their own toilet facilities and has their own route through the school to prevent mixing in corridors.
- Lunches are being delivered to classrooms and children are eating their lunch within the classroom to prevent mixing in the dining room.
- We have extra hand washing stations outside. These are used after every break or lunchtime.
- Hand sanitiser is being used at the start of the day, before break and lunchtime, and at the end of the day.
- Children have their own set of equipment which is not shared.
- The inclusion room is used for more than one bubble, but the space has been set out so all tables have a 2m distance between them. Children are allocated to specific rows and tables for year groups. All desks are sanitised after use. Equipment is not shared within this space.
- We have a cleaner on site throughout the day completing touch point cleaning. This includes all desks and chairs at break and lunchtime. The cleaner is also cleaning the toilet facilities at regular intervals throughout the day.
- In line with government guidance staff have the option to wear a mask or visor in school. Any member of staff completing first aid will wear a mask to ensure both the child and daily remain safe.

We do have an in-depth risk assessment that we are following in school. If any parent would like to see this risk assessment please do contact the office via email on office@norwichprimary.org.uk.

To support us with ensuring everyone stays as safe as possible please ensure that you follow our guidance on the playground. This includes:

- Wearing a mask at all times on the school site
- Maintain 2m distance on the school site
- Only one parent should be collecting children from each family

Thank you very much for your support at this time. It is a very challenging time for all of us. If you feel you need any support at all please do not hesitate to contact the school.

Kind regards,

Rebecca Handley-Kirk