



Parents/Carers and Pupils Information

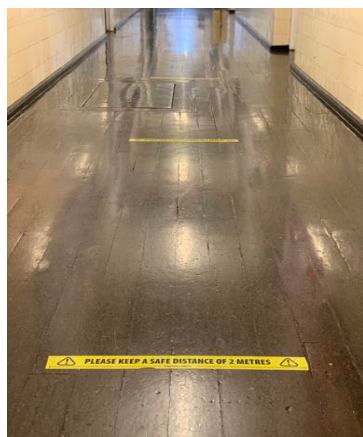


Pupils

We are looking forward to welcoming you back and have been working hard to ensure that school is as fun and enjoyable as possible. However, some things have had to change and will be different to how you remember them.

Things to note:

- You will be in class sizes of no more than 8 children. We will call each group a 'bubble' and you will remain in the same bubble for the rest of the school year.
- We will do our best to put you into a bubble with other children from your class. This may not be possible for those of you whose parents/carers are critical workers.
- Staff will be allocated a bubble and will only work with this group of children. We are sorry to say that some of you will not be taught by your current class teacher.
- Each bubble will be allocated a specific classroom, toilet and outdoor area to use during the school day. This may not be your usual classroom.
- The playgrounds have been separated into zones so that the bubbles do not mix during break times.
- A packed lunch will be available for you from the school kitchen as your lunch (paid for as normal on Parent Pay). However, you can also bring in a packed lunch from home – please ensure as much of this as possible is disposable. You will eat your lunch in the lunch hall.
- It is important that you do not bring in anything from home e.g. toys, equipment, school bags. You will be given a named water bottle to fill up throughout the day as the water fountains will be out of use.
- Where possible you will not be sharing resources in class, and we will not be able to provide resources for you to take home e.g. reading books.
- You will wash your hands when you arrive at school, before and after every break time, and at regular intervals throughout the day. You will use soap and water to do this and there will be towels for you to dry your hands on. All classrooms have a sink for you to wash your hands.
- Movement around the school will be limited and there are 2m gaps marked in all corridors to help you with your social distancing.
- On a positive note, you do not need to wear school uniform! ☺



Parents / Carers

We cannot wait to welcome your children back to school but understand that this might be an anxious time for you. Please rest assured that we have done everything that we can to make things as safe as possible for our whole school community and we look forward to seeing you all.

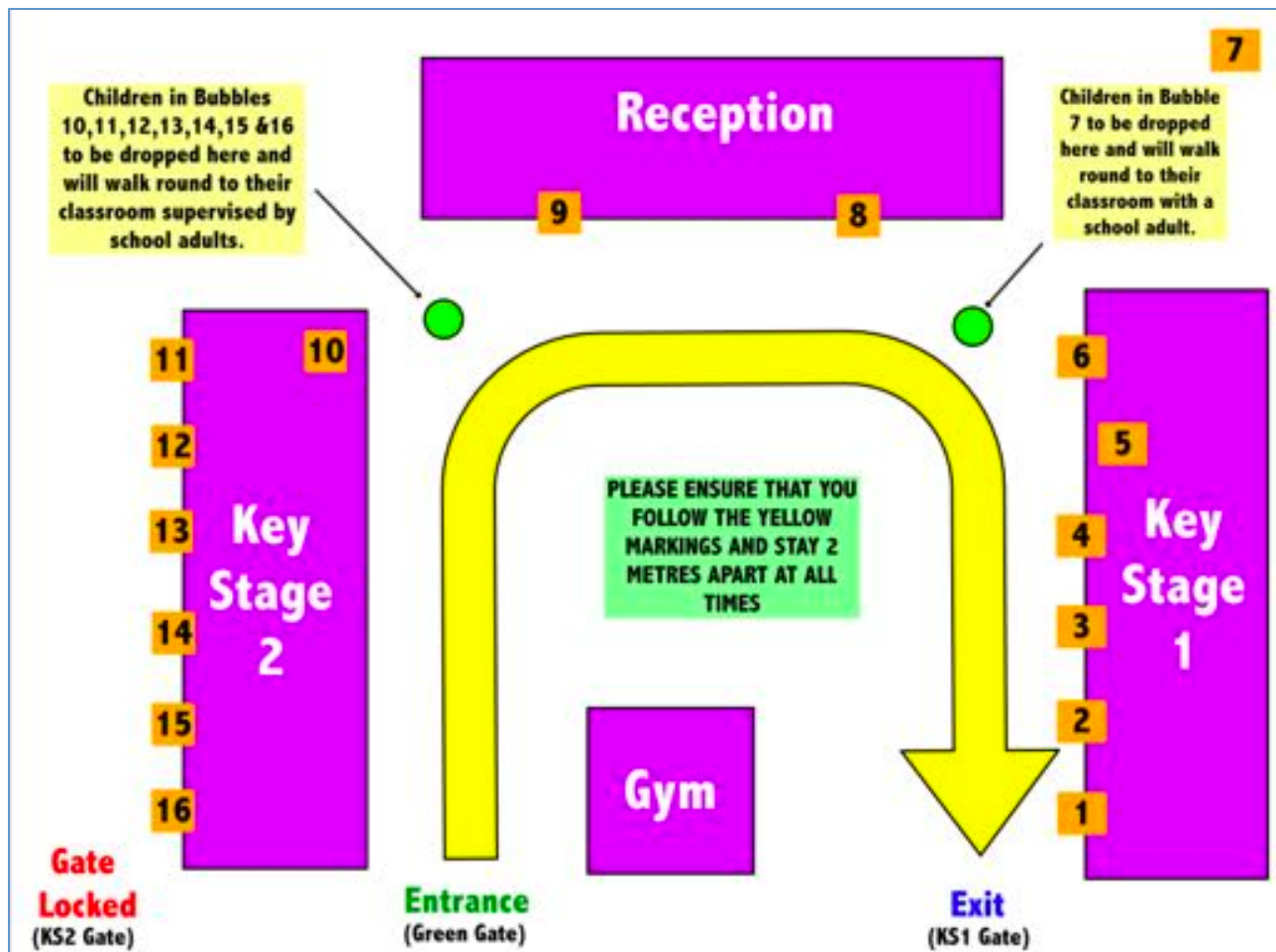
Things to note:

- You will be allocated a time for drop off and pick up so that social distancing guidelines can be adhered to. There is a new one-way system for entry and exit, with clear 2m markings to follow. See next page for further details.
- We will endeavour at all times to maintain social distancing guidelines, but there is no doubt this will be almost impossible. This is particularly difficult in our Reception and Nursery bubbles.
- If your child is unable to attend school, phone the School Office as usual to report their absence.
- Only one adult may bring a child to and from school. Year 5 and 6 children – even those who normally walk to school on their own – must be brought by an adult. If possible, do not bring siblings who are not attending school.
- It would be helpful if you continue to model and reinforce social distancing when you are in the school grounds. Do not have social gatherings with other adults prior to dropping off or waiting to pick up.
- There will be no face-to-face contact with staff at drop off / pick up. Contact must remain via telephone or email.
- School will be shut every Friday for additional cleaning. We will only remain open for the children of critical workers who have no childcare on a Friday.
- At this time we are unable to offer breakfast club and after school club due to the fact that we cannot allow the children to mix between different bubbles.
- If you, your child or anyone that you live with, are displaying symptoms of Covid19, you **must not** come to school. Please phone in to inform us of the symptoms and we can advise you of next steps according to the government guidelines.
- If children display symptoms of Covid19 during the school day, the school has a designated room where the children will rest in isolation while parents are called. Parents will be asked to follow the government guidelines in relation to self-isolation for the whole family.
- We will follow government guidelines if any children or staff test positive for Covid19. You can read these here:
<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>
- If you or members of your household are displaying symptoms of the virus, you are eligible to book for a test (online)
- Where possible, walk / drive / cycle to school; however, if you have to use public transport and cannot socially distance, you should all wear face coverings.
- At this time we will only be able to administer medicines that are named on a child's Education Health Care Plan. Any ad hoc daily medicine will need to be administered at home. This excludes inhalers, which will be kept with the child's personal box of resources.
- The office will be closed to personal callers other than by appointment only. All queries should be directed by email to info@cooperslane.lewisham.sch.uk or by phone: 020 8857 7680.
- Parents will not be fined if they do not send their children into school.

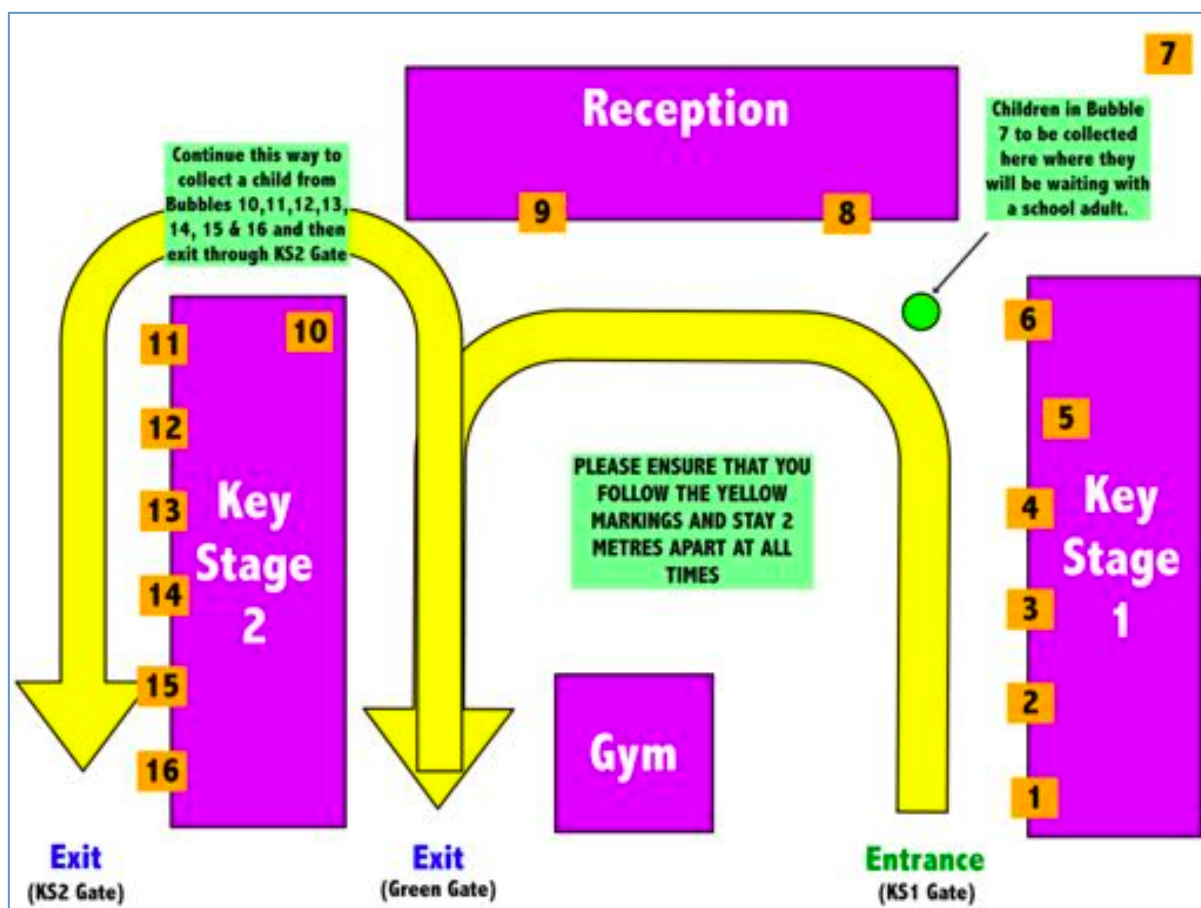
Bubble	Classroom	Drop-Off Time	Pick-Up Time
1	Embankment	8:30am	3:00pm
2	Westminster	8:40am	3:10pm
3	St Paul's	8:50am	3:20pm
4	London Bridge	8:30am	3:00pm
5	Tower Hill	9:00am	3:30pm
6	Green Park	8:40am	3:10pm
7	Paddington	8:30am	3:00pm
8	Baker Street	8:40am	3:10pm
9	Waterloo	8:50am	3:20pm
10	Knightsbridge	9:00am	3:30pm
11	Marble Arch	8:50am	3:20pm
12	Moorgate	8:30am	3:00pm
13	Monument	8:40am	3:10pm
14	South Kensington	9:00am	3:30pm
15	Farringdon	8:50am	3:20pm
16	Wimbledon	8:30am	3:00pm

Please note: if dropping off/collecting more than 1 child, arrive at the earlier time with all children

Drop off:



Collection:



If you need to contact anyone in school, please use the following:

Telephone: 0208 857 7680 (9am-3pm)

Email: info@cooperslane.lewisham.sch.uk