

To our Dear Westwood Family,

We hope you are enjoying the Summer break. We have been busy over the summer getting ready for our return to Westwood; organising the school site logistics, preparing the site and all the risk assessments for a safe and happy return on Monday 7th September. **We are really looking forward to seeing you all!!**

We also wanted to make you aware that your 'Parent Handbook' will be with you on Monday 24th August so it important you have access to your emails to access and read this important document. The full running and operation guide will be contained within the 'Parent Handbook'. The handbook will include important information on resources and curriculum, and further organisational information you will need to know. We will be repeating the information in this update again in the handbook, so you have ample time to prepare for your child's return. The information here and within the handbook temporarily supersedes and supplements the information found in the school prospectus and key policies linked to behaviour, school opening times and curriculum etc.

As you know we are expecting **all** pupils from Reception to Year 6 to return on Monday 7th September (Nursery Pupils have their own start dates as communicated by Mrs Ryan). We have considered a return for all pupils however we also need to make you aware that we have a contingency response in the event of learners unable to return, including a blended learning approach (outlined in your update on 3rd July) and further supported learning from home by school. If you want support with your child's return in any capacity, we are here to help so, please email school.

As you will know from your previous letters from school, the year groups have been split in 'Contact groups'. These Contact groups will be made up of groups of children in specific classes. **We will have 5 Contact groups in school known as 'Bubbles'**. Your child will still be in the same classes we have shared with you and some classes will be able to be in contact with each other on the school site. Our ambitious undertaking is reliant on the successful implementation of our plans and is unique to Westwood; your full support with our new normal is appreciated and paramount to the success of reopening Westwood safely. **The changes are hopefully for a very limited period but will remain until there are improvements with regards to the situation with Covid 19 and Welsh Government allow increased operations.** As a reminder, here are the opening and end of the day organisation.

Year groups and Class Teacher	Class	Bubble	Start time	End time	Children Entrance / Exit
Nursery Mrs Ryan	Class 1	Bubble A 1 & 2	9am	11.30pm	We will Meet and Greet you at the small silver gate. More details next week.
Reception Mrs Hatton	Class 2	Bubble B	9am	2.45pm	Small gate on the Padeswood Road – Meet & Greet to class door
Reception Mrs Fresa	Class 3	Bubble B	9am	2.45pm	Small gate on the Padeswood Road – Meet & Greet to class door
Year 1 Mr Northall	Class 4	Bubble C	8.50am	2.50pm	Small silver gate on Tabernacle Street and children use front door near car park. Meet & Greet.
Year 2 Mrs Donaghy	Class 5	Bubble C	8.50am	2.50pm	Small silver gate on Tabernacle Street and children use front door near car park. Meet & Greet
Year 3 Miss Davies / Miss Bennett	Class 6	Bubble D	8.40am	2.40pm	Small silver gate on Tabernacle Street and children use main entrance front door. Meet & Greet
Year 4 Mr Powell	Class 7	Bubble D	8.40am	2.40pm	Small silver gate on Tabernacle Street and children use main entrance front door. Meet & Greet.
Year 4 & 5 Mrs Farrer	Class 8	Bubble D	8.40am	2.40pm	Small silver gate on Tabernacle Street and children use main entrance front door. Meet & Greet.
Year 5 & 6 Miss Mattar	Class 9	Bubble E	8.30am	2.30pm	Small silver gate on Tabernacle Street and children use main entrance front door. Meet & Greet.
Year 5 & 6 Mrs Brown	Class 10	Bubble E	8.30am	2.30pm	Small silver gate on Tabernacle Street and children use main entrance front door. Meet & Greet.

Mrs Fresa and Mrs Hatton will be contacting their classes with some additional specific information on Friday 21st August- please look out for this email.

Why staggered times and entrances/exits?

To adhere to strict reopening guidelines outlined by Welsh Government to reopen for the safety of us all. It is very important that the staggered times we have outlined are adhered to and please be prompt to avoid congestion at entrance and exit points; this will help greatly with the morning drop offs and home time pick-ups as very strict social distancing of 2 meters for adults must be observed for the safety of others, consideration of our neighbours. It is also important to keep your children safe and close to you.

Also, as much as possible, we ask only one parent / carer with child/children to come to the site as it will be very busy around the entrances and exits. We appreciate there are parents with families, and they may be asked to come at different times- we ask you to be efficient as possible with your drop offs to limit your time around the school site please. If you use a car to travel to Westwood, I must encourage you to use the local car parks and keep the front of the school free from traffic. Staff will always be on the main gates so if you have a message for a class teacher, these can be passed on.

We must ask if you, your child or household family member including extended households you are in contact with display any symptoms of Covid 19 or are in a period of self-isolation / quarantine, they must not attend school or attend the school site.

We are happy to support you in any way to ensure the smoothness and safety of the morning and home time routines. Everybody's safety is important, and we all play our part in the success of reopening Westwood safely.

Morning drop offs – please be prompt 😊

The morning drop-off times are communicated in the table and at the gates indicated. The times are staggered to allow the children to be dropped off and into school as efficiently as possible. We must restrict the movement of adults on site and around the site due to the strict 2m distancing expected. Staff are on hand to help.

Bubbles C, D, and E: for the morning drop off for all, we ask parents to leave their children with staff at the gates to be guided into school. Staff will be there to meet and greet you and direct our children to their entrances from the gates.

Bubble B – Reception: children and parents, enter the Padeswood Road gate and stand on the small playground adhering to strict social distancing please. Staff are there to meet and greet to assist the smooth transition of the morning.

Bubble A- Nursery: Mrs Ryan and her team will be operating a Meet and Greet system from 9am. More details of this will be in your Parent handbook next week.

Pick up organisation- please be prompt 😊

Bubble E – 2.30pm pick up: Parents please wait near the small silver gate on Tabernacle Street if you are collecting your child. Please adhere to social distancing outside the school wall; markings are there to assist you. Children will be escorted to the gate for collection @ 2.30pm. If your child is walking home, please ensure they know this. Year 5 and 6 children in Bubble E are allowed to have mobile phones for walking home purposes only. A letter of consent must be signed before the children can have a phone at school. A separate letter will follow.

Bubble D – 2.40pm pick up: Parents will be accompanied onto site by a member of staff to wait in Zone D to collect children in Class 6, 7 and 8 only. You must adhere to 2m social distancing and leave the school site as soon as you have collected your child/children. Year 5 children in Bubble D are allowed to have mobile phones for walking home purposes only. A letter of consent must be signed before the children can have a phone at school. A separate letter will follow. Children in Bubble D must be accompanied off site, unless you are waiting for younger children elsewhere on site, and home.

Bubble C – 2.50pm pick up: Parents will be accompanied onto site by a member of staff to wait in Zone C to collect children in Class 4 and 5 (Year 1 & 2) only. You must adhere to 2m social distancing and leave the school site as soon as you have collected your child/children. Children in Bubble C must be accompanied off site, unless you are waiting for younger children elsewhere on site, and home.

Bubble B – 2.45pm pick up: Parents will be accompanied onto the site by a member of staff to wait in Zone B to collect children in Class 2 and 3 – Reception children only. You must adhere to 2m social distancing and leave the school site as soon as you have collected your child/children. Children in Bubble B must be accompanied off site, unless you are waiting for children elsewhere on site, and home.

Bubble A- Nursery: Mrs Ryan and her team will be operating a Meet and Greet system from 11.30am. More details of this next week.

Some further changes to adhere to strict health and safety for September reopening from our current situation will be:

- ✓ Uniform is to be worn and P.E. Kit can be brought in and left on pegs
- ✓ Lunch boxes are allowed on site, own lunch can be brought from home
- ✓ If your child wishes to have snack, this should be brought from home too - fruit please
- ✓ Your child can bring in their own stationery in a small pencil case
- ✓ Water bottle
- ✓ Small hand sanitiser
- ✓ Bag for school.

- ✓ Essential medication only on the school site
- ✓ Sun hat
- ✓ Coat
- ✓ Phones (Year 5 & 6 only)

Full details of permitted items will be in the Handbook next week 😊

During this time, Parents and carers are not permitted inside the school building nor on site during the operational times of school. Parents are allowed on site by arrangement with the school office only e.g. for important medical appointments only. This can be requested via email on wwmail@hwbcymru.net or 01244 543207. Thank you for your support with the arrangements.

Lunches

Newydd will be offering a limited menu and ways to order your school dinners from Monday 7th September which will be shared next week. This will be a smaller selection of food comprising of a hot and cold option. We have been also asked to relay the following information with regards to free school meals provision from Flintshire County Council.

Free School Meals Update September 2020

As not all year groups will be returning to school within the first two weeks of the autumn term, you will continue to receive the free school meal award via a secure direct payment for your child(ren) for the period 1st September 2020 to 11th September 2020.

Due to this your child(ren) will not receive a free school meal on the days they attend school during this time, you will therefore need to provide your child(ren) with a packed lunch or money to purchase a lunch using the school's preferred payment method.

From Monday 14 September, children will start receiving free school meals as normal and the direct payments will stop.

If you have any questions about the Free school Meals information, please contact Flintshire County Council directly.

Breakfast Club and After School Club

Breakfast Club Reminder

We will be operational with breakfast clubs from 7th September for Reception to Year 6. Breakfast club starts at 8am and finish at 9am. Breakfast club from 8am to 8.30am is £2 for the 1st child and £1.50 for further sibling places. Breakfast club from 8.30am to 9am is **free**. All children are to come in through the small Padeswood Road gate and it will be a meet and greet system only. The breakfast club will need to be organised in Contact groups / Bubbles.

Due to this fact, **ALL breakfast club places for the time being MUST be booked in advance to allow safe organisation of bubbles and adequate staffing.**

Nursery aspect of Westies Breakfast Club will start from WC Monday 21st September. **If you have already booked for Westies in September, we will contact you and organise your booking directly.** Thank you for your support here. **To book your weekly breakfast club places, complete the form at the link here for the week commencing 7th September:**

https://forms.office.com/Pages/ResponsePage.aspx?id=Ug4_TzS3ZEGUCRtgHRR5kzZUgrhSGx5GhLsKZOyoYR1UMDNRNktJOEoyTUpJUExQUklGREEzQVJOO4u

If you require the paid element of the breakfast club, this will need to be paid for through School Comms. If you need help or assistance, please email the office. Thank you in advance with your support with this arrangement.

Afterschool Club

This will be arranged through Penguins who are currently working with us to be fully operational too from Monday 7th September. You can contact Penguins on their email penguingroupo@gmail.com or <https://www.facebook.com/Penguin-Playgroup-and-After-school-Club-824307194374391/> or 07955 114184 for more information on this.

Please look out for your Parent handbook next Monday 24th August. If you have any further questions **after** you have received your parent handbook, please email school on wwmail@hwbcymru.net

Thank you for all of the support- We are here to work together and be supportive to each other for the happiest of returns under the circumstances. We are looking forward to seeing you very soon and having our Westwood Family back together once more!

Best wishes from

Team Westwood 😊