



MERRYLANDS

PRIMARY SCHOOL AND NURSERY

Cumberland Drive, Basildon, Essex SS15 6QS
Phone: 01268 417893 Email: admin@merrylands-pri.essex.sch.uk
Website: www.merrylandsprimaryschool.co.uk

July 2020

Dear Parent/Carer,

Due to guidelines, when we reopen on Thursday 3rd September, there will be a few changes to the daily routine of the school day.

The whole school will be zoned with additional spaces for extended learning to take place. Each class will be considered a 'bubble', and the children will remain in the bubble during their break times and lunchtimes. Classes will remain in their own rooms as much as possible, with Nursery and Reception working consistently as whole year group bubbles.

We understand that there will be anxiety around returning to school and therefore we are keen to offer a 'settling in' phone call within the first few weeks from the class teachers, as well as a mini written update by half term.

Timings

We will need to stagger the start and opening times of the school day. Please see below your child's class drop off and pick up times. Please note that if your child is in Nursery or Reception you will be receiving a separate letter.

Year Group	Class	Main build/New Build	Drop Off	Pick Up
1	Butterfly	Main	8.50-9.00 am	3.10 pm
	Ladybird	Main		
2	Maple	Demountable	9.00-9.10 am	3.20 pm
	Sycamore	Main		
3	Ocean	New	8.40-8.50 am	3.00 pm
	River	Main		
4	Amazon	New	9.00-9.10 am	3.20 pm
	Snowdonia	New		
5	Eagle	New	8.50-9.00 am	3.10 pm
	Falcon	New		
6	Voyager	Main	8.40-8.50 am	3.00 pm
	Adventurer	Main		
	Explorer	Main		

If you have more than one child, then you may drop off their siblings at the earliest start time. At the end of the day if you have more than one child and you need to wait for pickup can we please ask that you social distance. All drop off and collection will be at your child's classroom door which will be signposted.

Once you have dropped off or collected your child(ren) please leave the school premises immediately to avoid congestion. There will continue to be a one-way system on the school premises which has worked exceptionally well in recent months. We ask that you enter via the main gate and exit through the side gate near Nursery.

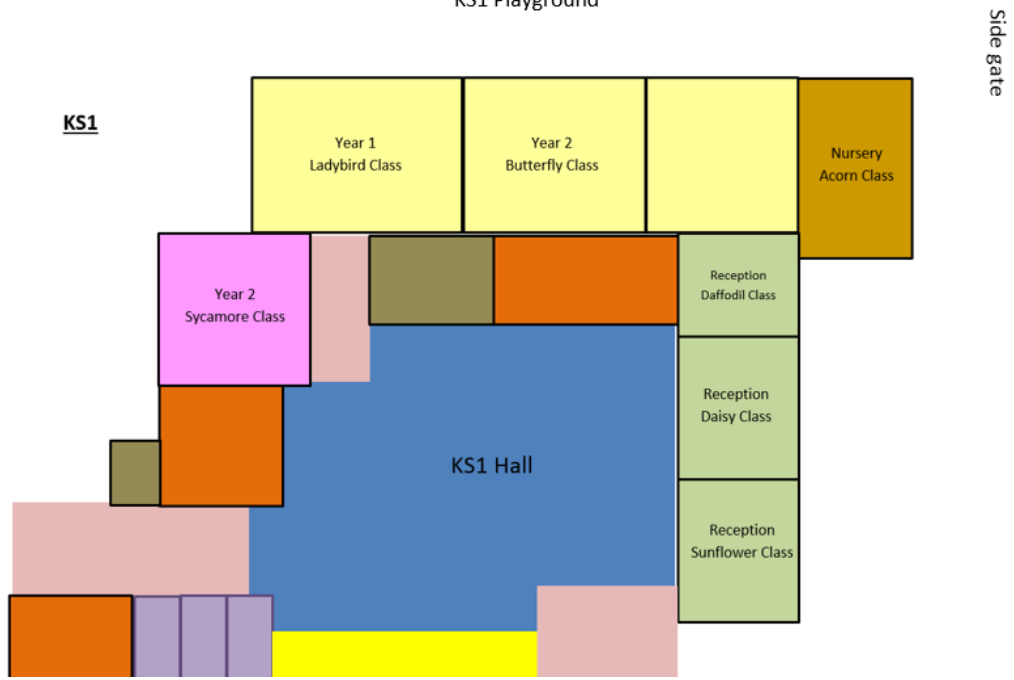
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Room Allocations

Please find below where each classroom will be located.

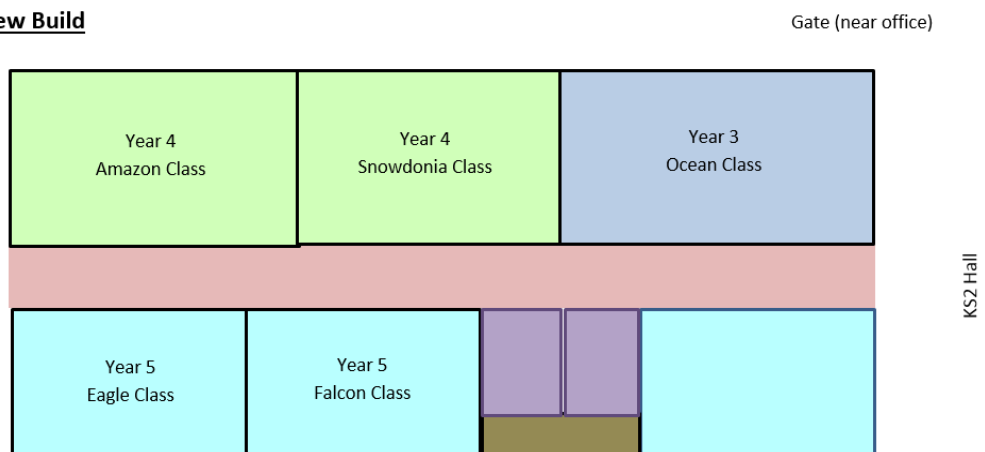
KS1 Playground



KS2



New Build



Why the need for changes?

The reasoning for the staggered times and one-way system is to minimise the number of individuals on site and to continuing to adhere to social distancing rules. These changes will be reviewed at half term with any changes communicated to you.

Uniform

Children are to attend school in full school uniform and plain black shoes. Uniform can be purchased from the Schoolwear Centre, Timberlog Lane, Basildon or ordered online

<https://schoolwearcentres.com/collections/merrylands-primary-school-and-nursery>. As outlined in the guideline children will be taking part in PE outside. Therefore, children should have as part of their PE kit a dark coloured tracksuit/jogging bottoms/sweatshirt etc. These should be plain with no emblems or logos.

Snacks and Lunches

Children will eat in the classrooms at lunch time except Reception classes. Hot and cold food will still be available, but it will be a reduced menu but still compliant. Universal Free School Meals will still apply. Children can bring in a packed lunch from home. We are awaiting confirmation from the Government as to whether we will be able to offer a free fruit snack to all children. We will confirm this in September once this has been received.

Water Bottles

Please ensure your child brings a named water bottle to school as the water fountains have been turned off.

What can children bring to School?

Children can continue to bring their book bags into school; however, it should be no bigger than the A4 book bags. Children will not be required to bring in their own stationary or pencil cases, this will be provided in their own individual bag or tray. You may wish for your child to wear a mask to school however guidance states that when they arrive this is to be removed and it will be kept in their book bag throughout the day. Please do not send your child in with their own anti-bacterial gel, we will provide this in each classroom and around the school.

Health and Hygiene

Each classroom will continue to have its own cleaning station with anti-bacterial foam. Children and staff will be regularly washing their hands and observing social distancing within their groups. Younger children are not expected to social distance, the emphasis will be on keeping separate and working within their own bubble.

What if there is a suspected case?

If your child displays symptoms similar to Covid-19 at home, please contact us immediately. If they begin to display symptoms similar to Covid-19 during the school day, we will ask you to come to collect your child promptly. Updated guidance will be sent to parents in September. We will always refer to the DfE and PHE advice for full details, and any future updates to adjust our risk assessment. We will communicate with you regarding booking tests and self-isolation expectations so that everyone is aware and ready to act swiftly.

Extra-curricular clubs

There will be no extra-curricular morning or after school activity clubs run by the school until at least half term when this will then be reviewed.

Contact

Please note that if you wish to meet with a member of staff an appointment will need to be made by ringing the office or emailing admin@merrylands-pri.essex.sch.uk. If you wish to have a conversation with the class teacher an appointment is recommended, a quick message can be relayed to a staff member who is on the door whilst continuing to adhere to social distancing. We will be limiting the amount of people accessing the main office, please use the drop box or intercom to communicate.

If your contact details (mobile number or email address) change, please notify the School Office as soon as possible.

Yours sincerely,

Mrs Robinson
Headteacher