



# Old Hutton C of E School

- A DfE National Support School

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Monday, 14 September 2020

## Start of Autumn Term Newsletter

Dear Parents and Carers,

### Welcome back!

Happy return to school and welcome to the new term everyone! It has been wonderful to have all our pupils and staff back in school again and to see so many smiling faces! I can report that the first full week has gone brilliantly well and I am so proud of our pupils and the whole staff team for all they have achieved to get back in and get back to learning and teaching, while adapting to our very different organisation and the many new routines necessary to keep us all safe. A special thank you to everyone in our school community, including you and your families at home, for your positivity, fantastic support and understanding at this very challenging time. Together, I think we are definitely facing the new school year ahead with hope and enthusiasm – huge well done everyone!

As time goes on and we see how our risk assessments actually work on the ground, we are finding that we need to review and adapt our procedures to improve them and to take account of things we had not initially thought of, new situations and/or new guidance and advice from Government or Public Health. We will keep you updated with any changes. Please continue to be kind and patient with us as we do this! Please see below some important reminders, updates to our procedures and information for everyone. **Particularly important changes or items that require a response are highlighted in bold.**

### Pupil news

At the start of term, 1 pupil, Florim (Y6) left - we wish him and his family all the best for the future. A very special welcome goes to the new pupils who have joined us and some new families. **Penny, Georgia, Joshua, Adam, Holly, Scarlett, Jack, Walter, Zakariyah, Gabriel, Frankie, Jacob and Emma have joined us in Reception; Layla has also joined us from today in Reception; Rupert is new in Y3, and Matthew and Rafferty are new in Y4.** We now have a total of 95 pupils on roll.

### School organisation and new staff news

For details about this term's new whole school organisation, including where staff are deployed due to our new bubble arrangements, please see our last letter sent out to you at the end of August, plus the letters sent out from teachers in charge of each class bubble last week. This term we welcome two new teaching assistant staff in the Class 1 bubble: **Miss Stacey Shepherd** (in school full days apart from Wednesday afternoon) and **Miss Hannah Hayes** (Wednesdays). We also welcome back **Mrs Caroline Hopkins** in her new role as After School Club leader for the whole school (currently in school daily for ASC in the Class 3 bubble, plus an extra half hour in Class 3 at the end of the day on Fridays, as well as taking charge this year of our School Council). We welcome **Mrs Catherine Altounyan**, student teacher on the Kendal School Direct PGCE programme, who is joining the Class 4 bubble team for this term; and Class 4 have also enjoyed extra support just for this week from **Miss Alex Morgan** student teacher who is beginning a Secondary Languages PGCE at Homerton College, Cambridge.

### IMPORTANT morning and end of the day routines reminders / updates – please note!

- **It is essential for our systems to work safely that everyone keeps PROMPTLY to the bubble start/end of day timings, arriving as close as possible to bubble times and following the procedures detailed in our August letter.** Times of the school day are staggered to avoid cross-contacts between groups and contact between families.
- **In an emergency, if you have to arrive later than the bubble time to drop off your child/ren,** please do NOT come up to the main door, as we cannot admit any visitors, including parents/carers without prior arrangement, but wait with your child/ren by the small entrance gate / near to the village hall/pre-school and phone the office to let us know you are there. We

will then alert a member of staff from the required bubble/s to come out and welcome your child/ren in. Office staff will also keep checking on the area mentioned above from our window for any late arrivals. However, we stress that this procedure should only be used IN AN EMERGENCY; we expect parents to do their utmost to support us in school by following our new times and rules for drop-off.

- **Parents/carers must NOT gather at the school gates or around the car park**, nor mix with other families while waiting to drop off or pick up children. It is important to reduce risks and keep everyone safe that you all try to maintain social distancing ideally of 2m between yourselves and others at this time and to move swiftly off site once you have dropped off or collected your child/ren. This also helps us keep to our staggered start/finish times and is essential to enable parking and prompt arrivals/departures for others.
- **Please keep to consistent arrangements as far as possible for who is picking up your child/ren at the end of the day**, to reduce contacts. For safeguarding reasons, as always, please do let us know in advance and as soon as you can if there are to be any changes to your usual plans.
- **Collecting pupils from after school extra-curricular clubs (currently - art, sports, dance, forest school, catch-up and code club):** each of these clubs lasts for 45 minutes from the end of the different bubble day times. Parents/carers should arrive promptly for that time and wait as usual on the cones/dots, spaced at 2m from others. Staff leading the club for each bubble will bring all children out together to you at the end of the club via the bubble's usual entrance/exit door. Please ensure that you have signed up your child/ren to these clubs if they wish to attend and also let us know in advance if they are not attending for any reason – see the extra-curricular clubs letter which was sent out at the beginning of term for more details.
- **Wraparound care procedures – booking Breakfast or After School Club places: this MUST be done by email or phone to the office by 3pm on the Friday for the following week.** Due to the additional staffing organization required, we cannot accept bookings outside this time.
- **Wraparound care procedures – arrival at Breakfast Clubs, collecting from After School Club:**
  - **Breakfast Club 8am and Early Club 8:30am arrival:** parents/carers should arrive promptly for the start time of the club and wait as usual on the cones/dots, spaced at 2m from others. Staff leading the club for each bubble will come out at the club start times to collect the children who are signed up to their club, via the bubble's usual entrance door.
  - **ASC collection:** as this is currently without a set time (collection is allowed any time up to 5:20pm) parents/carers may come up to the main school door and press the buzzer to alert staff that you are there. Please wait for a staff member to come to the door and check who you are coming to collect; then go and wait on the cones/dots at 2m distance from others for your child/ren to be brought out to you via the bubble's usual entrance door. Staff in the bubbles will also try where they can to keep a regular look out for parents from their classrooms (e.g. Class 4).

### **Car parking safety reminders**

As always, please can we remind everyone to show consideration to others, including our neighbours in the village, by driving slowly and cautiously in the school vicinity and avoiding parking in front of all the private properties opposite the school and around the village. It is dangerous and illegal to park on the yellow zigzag lines in front of school. Please try your best to park sensibly, be courteous to local residents and always take extra care of the children and yourselves when getting in and out of vehicles, crossing the road and walking to and from school. Do try to make use of our wraparound care and extra-curricular activities to help reduce the number of cars around at peak times and keep to the bubble times and rules above. Please can we also remind drivers, in the interest of reducing pollution and harm to health, to **avoid parking with engines left running in the car park and/or school vicinity**. Thank you.

### **School lunches and fruit**

Our school fruit provider has now resumed deliveries, so there is **no longer any need for pupils in Classes 1 and 2 to bring in an additional fruit snack to have at break time** in school – this will be provided free for all pupils in R, Y1 and Y2. We are continuing to look at how we can resume our provision of school lunches as soon as possible, working with our current provider to overcome the difficulties they are facing due to Covid-19; we hope to have something organized soon and will keep you updated. In the meantime, please continue to send in a packed lunch, with all items easily accessible to your child and kept within **one clean lunchbox**, plus a clean water bottle containing **water only. No glass containers or nut items please.**

## Music Lessons

We are very pleased at this difficult time to still be able to offer a wide range of peripatetic music tuition for pupils to learn the extremely valuable skill of playing one or more instruments. Most of our usual **peripatetic music staff** have returned this week, providing 1-1 or small group tuition in school, with pupils grouped within bubble groups and following additional safety measures. Some lessons (flute/fife and singing) are due to risk assessments, currently being taught online out of school, but we hope to be able to restore them to school as usual in the future. This term, we have been joined by Anastasia Micklethwaite, who replaces Joanna Brennan as our flute and fife teacher. Mrs Brennan left her peripatetic role in the summer to become a full-time music teacher. **Please see the music lessons letter/s sent out earlier this week and contact our music teachers directly to sign up for any lessons.** We hope to continue to see and hear many budding young musicians in school this year!

## Plans for the term

Staff have been very busy planning the new term, with a major focus across school on activities to support **wellbeing and pupils' mental health**, including daily meditation, **Forest School** and lots of **outdoor learning** where possible, and on prioritising any **gaps in learning and catch-up** needed in the essentials (phonics and reading, increasing vocabulary, writing and maths). We are also including lots of exciting topic work: across school, we have a focus on **'Around The World'**, **Materials** in Science, **Buddhism** in RE, **food and cooking** in DT and the History theme of **War and Peace** in Classes 3 and 4. We are continuing where we can to use expert teachers within our separate class bubbles to enhance our curriculum for music, dance, sports, forest school and yoga; and we also benefit this year from having **two 'artists in residence'** – **Emma Robertson (Class 1/2)** and **Claire Mansfield (Class 4)** – to lead exciting art and design projects and encourage everyone to get creative! **Collective Worship/**assemblies continue daily in bubbles for each class rather than together as a whole school, but we are maintaining our sense of community through shared themes, activities and online links, including via our special **Spiritual Space** on Google Classroom. Please do visit this from home too, so the whole family can now participate with us! Our whole-school Christian Value choice for this term is still to be voted on by all pupils across school – we will let you know as soon as this has been agreed!

## IMPORTANT Google Classroom and access to learning from home – please note!

As you will know from letters sent home explaining class routines, we are continuing and further developing Google Classroom, our online learning platform, this term and onwards, integrating it more with the work we do in school and for homework, as well as having it ready to continue to deliver and support learning from home should pupils need to access this if they are at home ill, if pupils/families/bubbles need to isolate or we have any future school closures. **It is now a Government requirement that all schools have remote education as part of their curriculum offer and delivery.** We know that many of you have already regularly engaged with our remote learning as part of previous class or homework and/or during the summer lockdown period; however, we now need to ensure ALL pupils and families are doing this. To this end, we need to establish your ability to access our online curriculum from home and how we can try to overcome any issues you may have with this. **Please can you let us know (by email as soon as possible to the office) if you;**

- **have NOT been able to access Google Classroom from home due to internet issues**
- **or if your child/ren cannot access a device (e.g. computer/laptop/tablet) at home.**

A dedicated **Google Classroom letter** is also being sent to you from Miss Brown, our Computing subject leader, which includes more information about the system and useful troubleshooting advice to help support you with any other issues you may have accessing or using it. **Please read the information letter carefully** and do please get in touch with us if you need any help with this increasingly important part of our teaching and learning. **If we do not hear from you, we will assume that you have no access issues and so we will expect your child/ren to be engaging with Google Classroom as and when requested by their class teachers and if they are off school due to illness, isolation or bubble/school closure (see below).**

## IMPORTANT Health and illness, including Covid-19 – reminders and updates – please note!

Below is mostly a repeat of information included in the end of August letter to parents, as an important reminder to everyone about checking for signs of illness, plus extra details about how we are dealing with non-Covid-19 illness and about how we will share information with you in the event of any symptoms (as occurred in school last week), Covid-19 test results or positive cases in school.

- **It is essential that parents/carers check the health of their child/ren each morning before sending them into school. Parents, pupils or staff must NOT come to school if they show ANY**

**signs of illness (all illnesses, not just Covid-19). Pupils will not be admitted to school if they appear to be ill at drop-off time and will be sent home immediately if they become ill at school.** Before school each day, parents should: take your child's temperature and check for any signs of illness, especially any of **the Covid-19 symptoms:**

- a high temperature (feel hot to the touch on chest or back, measure 38 degrees C or more)
  - a new, continuous cough (coughing a lot for more than 1 hour or 3 or more coughing episodes in 24 hours; any usual cough you have is worse than usual)
  - loss of or change to your sense of taste or smell (anosmia.)
- **Let us know in the usual way (email or phone call to the office by 9:30am) if your child is ill and not attending school.**
  - **We are advising parents to keep children at home for a day or two, or longer until they feel better, if they have any signs of illness** (e.g. general cold symptoms, headache, nausea) – this is because the child may go on to develop Covid-19 symptoms and also because we need to limit any other illnesses passing around and causing pupils and staff to become ill. We hope that our additional hand washing, good hygiene and cleaning measures should help mitigate against any sharing of illness, however we do need to be extra-cautious at this time. Monitor your child's health closely while they are at home. If your child does not develop any of the Covid-19 symptoms and if they feel well enough, please do send them back in to school as soon as possible. Call or email us to discuss further if you have any concerns.
  - **If your child is showing any Covid-19 symptoms, you MUST let us know** as we need to report this and you need to book a test and follow advice via the NHS 119 helpline (phone call or online at [NHS UK](#)), then let us know the outcome as soon as you have it. **You, your child and whole household MUST begin isolating** as soon as symptoms begin until the outcome of the test is known. **At this stage, there is no need for the child's whole bubble or other close contacts beyond the household to isolate.** If the test is positive, following current guidance, your child will need to isolate at home for at least 10 days and the rest of the household for 14 days from the day when symptoms began; we will need to close (send home) the rest of your child's bubble group and the whole bubble group will need to isolate at home for 14 days.
  - **You must also let us know if anyone in your household shows symptoms and must keep your child/ren at home and whole family self-isolating until the person has been tested (book via NHS 119 helpline or [NHS UK](#)).** If positive, you and your child/ren will need to follow advice and isolate at home for 14 days.
  - **If your child becomes ill with Covid-19 symptoms whilst at school,** you will be contacted immediately and you MUST collect your child as soon as possible and take them to be tested (booking via NHS 119 helpline or [NHS UK](#)). While awaiting collection, they will be isolated from other pupils and staff in their bubble and cared for by a member of staff (wearing full PPE). As above, if the test is positive, the whole of your child's bubble group will need to isolate at home for 14 days.
  - **You must let us know if your child, you or anyone in your household have been tracked and traced by the NHS Test and Trace system** because they have been in contact with a Covid-19 positive person and have been advised to isolate for 14 days due to this.
  - Current guidance is that if any member of a bubble group has been tracked and traced because of a positive contact made outside of school, the whole group will not need to isolate, only the one tracked/traced member (as it is only they who have been in contact with the infected person).
  - All the above measures apply to staff as well as pupils in our school bubbles.
  - A key reason for organising pupils and staff into separate bubbles is so that we should not need to send home and isolate the whole school if there is a confirmed case, only the affected bubble. Reducing possible contacts across bubbles and between families/the wider community outside of school will also help avoid both the transmission of illness and the need to isolate larger groups should anyone become ill.
  - **We will keep parents regularly updated if there are any suspected cases of Covid-19 in school. All parents/carers and staff will receive a text message to inform you of the suspected case and its location in terms of the bubble** (as we had last week) plus there will be a follow-up email with the reminder to stay alert for symptoms. We will also reassure you that there is no need to keep any other pupils off school or to isolate at home (beyond the family/household who has a member with symptoms) until we know the outcome of the test. Once we hear it is negative (currently this is by far the most likely outcome), we will again notify everyone by text.

- **Should we have any positive, confirmed cases, we will work closely with our local PHE team and follow all advice provided, sharing this with you as soon as needed via text and email.** Currently, it is only in this case that there will be the need for a whole bubble or more across school to isolate at home.

### **Keeping up with learning while at home**

As soon as we know that a pupil, family or bubble needs to be at home because they are ill or isolating, **staff will ensure that there is learning for them available to access online via our Google Classroom platform.** Please do make use of this to keep your child's learning going, as long as they feel well enough to do some work. **Currently, we ask that you wait until lunchtime on any school day to access this,** to give teachers time to upload activities while also managing their classroom teaching. We are developing our system further over the coming weeks to ensure that more detailed curriculum planning is available for you to access at any time via both the Google Classrooms and our website, plus a wider range of teaching and learning activities. We will keep you updated with these developments – and please see the information on this above and in the additional letter from Miss Brown.

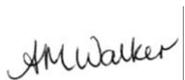
### **Staying safe at home and out of school**

**We trust that all families and staff are maintaining the 1m+ distancing rules and other Government guidance about meeting others outside of school** in order to help support the health and safety of both themselves, their families and everyone else in school. Please note the new changes to legislation in place from Monday 14<sup>th</sup> September, stating that (with some exemptions, including school and workplaces) people must only meet with others, inside or out, including at home, in **groups of no more than 6.** Government also advises that schools remind their families to take extra care at this time to limit the number of contacts made by themselves and their children out of school in terms of any other childcare or sports etc clubs or activities they may be accessing; any out of school arrangements should be consistent (e.g. the same each week) as far as possible and parents should check that robust health and safety measures are in place before using.

### **And finally... stay positive!**

We understand that many of you will continue to feel apprehensive about the current extremely challenging situation – we do too! But please trust us; we have the very best interests of your children and all in our school and wider community in mind as we work to restore teaching and learning within a safe school environment. Our decisions now and going forward will continue to be based on a thorough assessment of risks and the advice we receive from Government, Public Health and CCC and as always, will have the safety and wellbeing of all our pupils, staff and families at the heart of everything we do.

**With best wishes from,**



**Andrea Walker**  
Head teacher

### **School Year dates 2020-21**

#### **Autumn Term 2020**

Thursday 3<sup>rd</sup> September – Friday 18<sup>th</sup> December

**Half Term Holiday:** Monday 26<sup>th</sup> October – Friday 30<sup>th</sup> October

#### **Spring Term 2021**

Staff training day Monday 4<sup>th</sup> January

Tuesday 5<sup>th</sup> January – Friday 26<sup>th</sup> March

**Half Term Holiday:** Monday 15<sup>th</sup> February – Friday 19<sup>th</sup> February

#### **Summer Term 2021**

Monday 12<sup>th</sup> April – Friday 16<sup>th</sup> July

Good Friday Holiday: Friday 2<sup>nd</sup> April

Easter Monday: Monday 5<sup>th</sup> April

Early May Bank Holiday: Monday 3<sup>rd</sup> May

**Half Term Holiday:** Monday 31<sup>st</sup> May – Friday 4<sup>th</sup> June