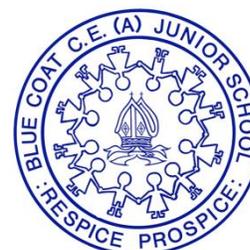


**Love God, love others**

**Let your light shine**



**THE BLUE COAT CHURCH OF ENGLAND (AIDED)  
INFANT AND JUNIOR SCHOOLS' FEDERATION**



**BELIEVING, CELEBRATING, SUCCEEDING**

EXECUTIVE HEAD TEACHER: MR. A. ORLIK

DEPUTY EXECUTIVE HEAD TEACHER: MS. E. INGRAM

13<sup>th</sup> July, 2020

Dear Parent/Carer,

**All children back full time in September 2020**

We will be opening to all the Blue Coat children on a full time basis in September. **The first day of term for the children will be Wednesday 2<sup>nd</sup> September, 2020.**

The government has published information for parents/carers about their plans for schools to be fully open. This can be found online: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

Please be aware that the plans for our provision going forward are constantly under review and will be revised in response to the constantly changing situation locally and nationally.

**Safety**

To ensure safety in line with the Government's guidance, we shall be operating separate pods for each year group. We will avoid children in different pods having contact with each other during the school day. This will require specific instructions for each year group about the times and location for their arrival and departure. Times for the end of the day will be slightly staggered to allow for the safe exit from the site of all the children.

Year Group	Arrival time & gate (see map on page 4)	Collection time and gate	Lunch Arrangements
Nursery	<b>8.30am – Green Gate</b> Parents/Carers <b>do not</b> enter the site.	<b>3.30pm – Green Gate</b> Parents/Carers space out on the Foundation Stage playground, collect child and leave.	30 hour place children bring their own packed lunch. All other Nursery children are at home for lunch.
Reception	<b>8.45am to 9am – Green Gate</b> Parents/Carers <b>do not</b> enter the site.	<b>3pm</b> <b>Woodpeckers – Green Gate</b> Parents/Carers space out on the Foundation Stage playground, collect child and leave. <b>Robins and Tawny Owls – Purple Gate</b> Parents/Carers space out on the back playground, collect child and leave.	All Reception children will have a free packed lunch prepared by the kitchen to eat in their classroom. <i>Parents/Carers can pre-order child's meal preference.</i>
Year 1	<b>8.45am to 9am – Purple Gate</b> Parents/Carers <b>do not</b> enter the site.	<b>3.10pm – Purple Gate</b> Parents/Carers space out on the back playground, collect child and leave.	All Year 1 children will have a free lunch in the hall. <i>Parents/Carers can pre-order child's meal.</i>
Year 2	<b>8.45am to 9am – Brown Gate</b> Parents/Carers <b>do not</b> enter the site.	<b>3.10pm – Brown Gate</b> Parents/Carers space out on the front playground, collect child and leave.	All Year 2 children will have a free lunch in the hall. <i>Parents/Carers can pre-order child's meal.</i>

Year Group	Arrival time & gate (see map on page 4)	Collection time and gate	Lunch Arrangements
Year 3	8.40am to 8.55am – <b>Orange Gate</b> Parents/Carers <b>do not</b> enter the site.	3.10pm – Parents/Carers <b>enter via Yellow Gate</b> and space out in front of the Junior School, on the grass, collect child and exit via the <b>Orange Gate</b> .	<p><b>Two week rota:</b></p> <p><b>Week 1</b> packed lunches in the classrooms. School packed lunches can be paid for (free if your child receives free school meals) and children can order or packed lunches from home can be brought in.</p> <p><b>Week 2</b> either school dinner (paid for unless your child receives free school meals) or a packed lunch from home eaten in the Junior Canteen.</p>
Year 4	8.40am to 8.55am – <b>Red Gate</b> Parents/Carers <b>do not</b> enter the site.	3.10pm – Parents/Carers enter via <b>Red Gate</b> and space out at the back of the Junior School, on the playground, collect child and exit via the <b>Red Gate</b> .	<p><b>Two week rota:</b></p> <p><b>Week 1</b> packed lunches in the classrooms. School packed lunches can be paid for (free if your child receives free school meals) and children can order or packed lunches from home can be brought in.</p> <p><b>Week 2</b> either school dinner (paid for unless your child receives free school meals) or a packed lunch from home eaten in the Junior Canteen.</p>
Year 5	8.40am to 8.55am – <b>Yellow Gate</b> Parents/Carers <b>do not</b> enter the site.	3.20pm – Parents/Carers <b>enter via Yellow Gate</b> and space out in front of the Junior School, on the grass, collect child and exit via the <b>Orange Gate</b> .	<p><b>Two week rota:</b></p> <p><b>Week 1</b> either school dinner (paid for unless your child receives free school meals) or a packed lunch from home eaten in the Junior Canteen.</p> <p><b>Week 2</b> packed lunches in the classrooms. School packed lunches can be paid for (free if your child receives free school meals) and children can order or packed lunches from home can be brought in.</p>
Year 6	8.40am to 8.55am – <b>Blue Gate</b> Parents/Carers <b>do not</b> enter the site.	3.20pm - Parents/Carers <b>enter via Blue Gate</b> and space out at the back of the Junior School, on the playground, collect child and exit via the <b>Blue Gate</b> .	<p><b>Two week rota:</b></p> <p><b>Week 1</b> either school dinner (paid for unless your child receives free school meals) or a packed lunch from home eaten in the Junior Canteen.</p> <p><b>Week 2</b> packed lunches in the classrooms. School packed lunches can be paid for (free if your child receives free school meals) and children can order or packed lunches from home can be brought in.</p>

### **Arriving and Leaving**

Children will need to enter and leave through allocated gates (see plan) at specified times.

In the morning children can walk through the gate specified and to their classroom at any point between the times specified in the table. Parents/Carers should not come onto the sites in the morning.

At the end of the school day, it is vital that these timings are followed and that you make sure that you are on site in the right place and at the right time so that your child can be safely collected.

### **Parents/Carers**

To maintain safety, parents and carers will not be able to enter the school sites except at the end of the school day to collect children. Staff will be at your child's entrance and exit gate to supervise their safe arrival and departure.

Communication with you is very important, however, I hope you understand that we are unable to allow parents/carers access to the offices at the moment. Parents/Carers can give straightforward messages to staff on the gates. Alternatively, all queries can be made by telephone (Infants: 01922 720740 Juniors: 01922 720921) or email ([postbox@bluecoatfederation.co.uk](mailto:postbox@bluecoatfederation.co.uk)). Your child's teachers can continue to be contacted through the year group email addresses.

### **Clothes**

**Children should wear full school uniform.** This should be washed regularly. The children will need PE kit in school to change into for PE. The uniform expectations can be found on our website: [www.bluecoatfederation.co.uk](http://www.bluecoatfederation.co.uk)

### **Lunch**

Please see specific lunch arrangements for your child in the table above. *If your circumstances have changed, you can apply for free school meals. Applying online is quick and lunches can start to be received almost immediately; (search for 'Walsall Free School Meals' online).*

### **Before and After School Club (Blue Coat Plus)**

Our Before and After School Club (Blue Coat Plus) will be fully open. This is now operated by Fit for Sport. Places for this extremely popular provision are limited and they must be booked in advance at [www.fitforsport.co.uk](http://www.fitforsport.co.uk) or by calling 0845 456 3233. Bookings can be made for September from now and through the summer holidays.

### **Sickness**

If your child is unwell, they must not come to school until they are fully recovered.

If your child, or anyone in your household, is displaying any symptoms of COVID-19 (a high temperature, a continuous cough, a loss of smell or taste) then they must self-isolate at home for 7 days. They should also immediately book a COVID-19 test through NHS.uk or by telephoning 119. The rest of the household will need to self-isolate for fourteen days. Please keep us informed if anyone in your home develops symptoms of COVID-19 or has a test confirming that they do have COVID-19 as we will have to inform Public Health England straightaway.

If you have any questions about this matter, please do not hesitate to contact us.

Yours sincerely,

Mr. A. Orlik  
Executive Head

