



**THE DEAN TRUST**  
**Park View Academy**

Chief Executive: Mr Tarun Kapur CBE  
Headteacher: Mr Damian Kenny

Dear parents and carers,

Thank you for your patience and understanding whilst waiting for further information regarding September arrangements. Our plans have been subject to a number of changes in line with government guidance and I am now in a position to share this information with you. As before, all plans and risk assessment have now been through several layers of quality assurance and signed off for approval.

Our intention is that all children will return in September with their full entitlement of education and without compromising curriculum coverage. We want school to be as normal as possible for the children, however, the health and safety of our children and staff has to be our priority.

Both **Tuesday 1<sup>st</sup> and Wednesday 2<sup>nd</sup> September will now be training days for staff**. The usual one day inset in September is to update staff on new policies, introduce and induct new staff as well as give staff time to prepare to welcome the children back into school. This day will happen as normal with one additional day to focus on Covid-19 related issues such as updates in DFE guidance and additional training staff will need.

### **Daily Organisation**

Children will be allocated a start and finish time each day (see below). **Please only arrive at the allocated time**. If you have more than one child we will accommodate this by having all doors open and staff in classrooms. All children must sanitise before entering and exiting the classrooms. This will also be the case before any food is consumed. I must ask that all parents observe the socially distanced guidelines and ensure that all children are doing the same in your care. Parents and carers are reminded that they are not to congregate or wait on the playground where possible, before or after school. Sanitising stations will be provided at key points external to the school building. Parents and carers are encouraged to use these before entering site.

The school office will be open as normal but should **only be used in an emergency situation**. All contact should be made via telephone. If your child is late to school, you must phone ahead so a convenient time can be organised for them to be given access via their bubble entrance. This is to reduce traffic flow in main reception and to adhere to the 'bubble' model.

Children will be organised into 'bubbles'. The size of each bubble has been increased and will now be made up of two year groups (Nursery and Reception, year 1 and 2, year 3 and 4, year 5 and 6). Each bubble will be kept separate and will have their own designated play area for lunch and break.

### **Break and lunch times**

All children will have break at the same time and each bubble will have their own area to play in. We will provide a snack for all children free of charge. In the first instance, lunch will be a packed lunch provided by the canteen. If you do wish to send your child in with a packed lunch please make sure this is fully disposable. We will also provide water for all children. **No items should travel in and out to school. This means no school bags are to be carried in and out of school until further notice.**

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### Equipment for school

Children are expected to wear full school uniform and adhere to the usual school policy regarding appearance. PE kits should be brought in on the first day and will remain in school for at least the first two weeks. Children may bring in a coat when necessary. Coats will be stored in one area of the classroom.

Each child will be given their own space to work at in the classroom. We will provide all learning materials that the children will need. **Please ensure no school bags, pencil cases or any other type of equipment are brought into school.**

### Wraparound care and after school clubs

Unfortunately, due to the restrictions we are unable to provide any wraparound care. I fully understand this is by no means convenient for a large proportion of parents however, under current guidance this facility is not possible. Please be reassured that should the guidance change we will reinstate this offer as soon as we can.

### Key stage 2 arrangements (years 3, 4, 5, and 6)

All children in key stage 2 will start school on **Thursday 3<sup>rd</sup> September**. Start and finish times have been staggered slightly to allow for better social distancing.

Year group	Start time	Finish time	Entrance gate	Door entrance	Exit door
3	8.45-8.50 am	3.00 pm	Middle (main) gate	Year 3 door (beside new sinks)	Year 3 door (beside new sinks)
4	8.45-8.50 am	3.05 pm	Middle (main) gate	Year 3 door (beside new sinks)	Year 3 door (beside new sinks)
5	8.35-8.40 am	3.05 pm	Junior gate	Main junior door (behind play frame)	Main junior door (behind play frame)
6	8.35-8.40 am	3.10 pm	Junior gate	Main junior door (behind play frame)	Main junior door (behind play frame)

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### Key stage 1 arrangements (Year 1 and 2)

All children in key stage 1 will start school on **Friday 4<sup>th</sup> September**. Start and finish times have been staggered slightly to allow for better social distancing.

Year group	Start time	Finish time	Entrance gate	Door entrance	Exit Door
1	8.35-8.40	3.00 pm	Infant yard	Year 1 infant door	Year 1 infant door
2	8.35-8.40	3.10 pm	Middle (main) gate	Year 3 door (beside new sinks)	Year 3 door (beside new sinks)

### Early years and Foundation stage

By now all home visits and visits to our school would have already taken place for children in these year groups. These will now take place at the beginning of term, guidance permitting. Start dates will be staggered for both of these classes with the earliest being Monday 7<sup>th</sup> September. Individual letters are being sent out by the Early years staff.

Year group	Start time	Finish time	Entrance gate	Door entrance	Exit door
Nursery	8.40-8.50	3.00 pm	Nursery entrance only	Nursery door	Nursery door
Reception	8.40-8.50	3.00 pm	Infant gate	Reception door	Reception door

### Homework and marking

Homework will be set as per the school policy. Staff have been encouraged to set homework electronically or via worksheets. Worksheets should not be returned to school for marking. Work completed in class will be marked in the usual way by the class teacher. Children are still encouraged to read each night however, no books will be sent home from school at this stage.

### Cleaning

Each classroom will have a sanitising station at the entrance and exit along with a station in class. Children will be encouraged to clean their hands and equipment regularly throughout the day. Additional cleaners have been

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recruited to ensure the school is cleaned twice a day with each bubble being cleaned during lunch and all 'regularly touched' surfaces throughout the day.

### **Symptoms of Covid 19**

Under current guidance, should a child or staff member show signs of Covid 19 they should isolate for 10 days and seek a test as soon as possible. If the test returns positive all children and staff members in that bubble will be made aware and asked to self-isolate for 14 days from when the symptomatic person first had symptoms. Other members of the symptomatic persons household (including any siblings or children) should self-isolate for 14 days.

The school office email address along with our social media streams are being monitored over the summer break. If you do have any questions or queries please contact us and we will respond as soon as possible.

Kind Regards

Mr. D. Kenny

Executive Headteacher

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