

**Croscombe C of E Primary School**  
Long Street, Croscombe, Wells  
Somerset, BA5 3QL  
School Office: 01749 343114  
croscombe@educ.somerset.gov.uk  
**Mr. Bill Moore, Co-Headteacher**



CROSCOMBE

STOKE ST. MICHAEL

**Stoke St. Michael Primary School**  
Moonshill Road, Stoke St Michael,  
Radstock, Somerset, BA3 5LG  
School Office: 01749 840470  
stoke-st-michael@educ.somerset.gov.uk  
**Mrs. Mel Vincent, Co-Headteacher**

[www.croscombestokefederation.co.uk](http://www.croscombestokefederation.co.uk)

Dear Parents and Carers,

Monday 31<sup>st</sup> August 2020

### **Welcome**

We hope you have all enjoyed the Summer time with your families. As we are now approaching the end of the Summer holiday we are writing to give you an update on how we are going to manage the **safety and well-being of ALL pupils** returning to compulsory education at both schools on **Monday 7<sup>th</sup> September**. The staff are all very much looking forward to welcoming the children back into school and making their transition experience a calm and happy one.

### **Staggered Start and End to School Day**

As you already know, we have staggered our drop off and collection times not only to help keep the bubbles of children safely separated as much as possible but to also aid with the 2-meter social distancing amongst parents at the school gates. It is therefore important that we work together and are extremely prompt with these timings, therefore ensuring that you do not congregate for longer than is necessary and that you leave as soon as it is possible. With this, a temptation may come to keep your engine running, please be mindful of 'idling' and switch off, many thanks.

Here is a reminder of timings below:

<b>Bubble</b>	<b>Arrival Time</b>	<b>Collection Time</b>
<b>Reception and Key Stage 1</b> (Reception, Years 1 and 2)	<b>8:45am</b>	<b>3:05pm</b>
<b>Lower Key Stage 2</b> (Years 3 and 4)	<b>8:50am</b>	<b>3:10pm</b>
<b>Upper Key Stage 2</b> (Years 5 and 6)	<b>8:55am</b>	<b>3:15pm</b>
<b>Our NEW Reception Cohorts</b> (First Session Tues 22 <sup>nd</sup> September)	<b>9:00am</b>	<b>11:45am</b>

### **Risk Assessment**

The Risk Assessment for the re-opening of the schools in September has now been updated and is available for you to see on the Federation website:

[Croscombe and Stoke Federation Website](#)

**Croscombe C of E Primary School**  
Long Street, Croscombe, Wells  
Somerset, BA5 3QL  
School Office: 01749 343114  
croscombe@educ.somerset.gov.uk  
**Mr. Bill Moore, Co-Headteacher**



**Stoke St. Michael Primary School**  
Moonshill Road, Stoke St Michael,  
Radstock, Somerset, BA3 5LG  
School Office: 01749 840470  
stoke-st-michael@educ.somerset.gov.uk  
**Mrs. Mel Vincent, Co-Headteacher**

[www.croscombestokefederation.co.uk](http://www.croscombestokefederation.co.uk)

### **Uniform and P.E.**

Please endeavor to provide freshly laundered uniform each day. To make this easier, children must come into school wearing their P.E. kits on their TWO assigned P.E. days thus reducing any changing of clothes happening on the school premises. The P.E. time tables will follow later on in the week. In addition to this, please could children come dressed for forest school on their assigned forest school day in keeping with the latest COVID risk assessment.

### **Visitors**

The Government has said it is acceptable to have visitors on school premises if they are professionals supporting children in their well-being or education. For example, social workers, educational psychologists, school nurse service, site safety contractors, play therapy, etc. However, we need to reduce the number of non-essential visitors where possible. Therefore, we ask that all parents and carers do NOT drop into the offices or the school sites. Please ring or email with any queries you might have. (See Zoom Meeting).

### **School Trips**

There will be no trips in the Autumn term between September and December. Again, we will review this decision at Christmas in preparation for the New Year.

### **Parent Consultations**

All of these will be conducted virtually. Dates and arrangements will be published before half term.

### **Attendance**

As you are aware, children will be expected in school as normal from September. We understand that some children and parents will be anxious and we would ask that you contact school as soon as possible so that we can find ways to provide support. However, the Government has been clear in its guidance and has asked us as school leaders to enforce attendance of children in the manner we would normally. (See Zoom Meeting)

### **Procedures if a Positive Test Result is Received**

Where a pupil or member of staff tests positive for Coronavirus, we will inform all parents/carers of pupils in the relevant bubble and ask them to isolate for 14 days alongside their siblings. During this time, you should endeavor to get your child and family tested. We will then revert to setting work remotely for those children who are not in school.

**Croscombe C of E Primary School**  
Long Street, Croscombe, Wells  
Somerset, BA5 3QL  
School Office: 01749 343114  
croscombe@educ.somerset.gov.uk  
**Mr. Bill Moore, Co-Headteacher**



CROSCOMBE

STOKE ST. MICHAEL

**Stoke St. Michael Primary School**  
Moonshill Road, Stoke St Michael,  
Radstock, Somerset, BA3 5LG  
School Office: 01749 840470  
stoke-st-michael@educ.somerset.gov.uk  
**Mrs. Mel Vincent, Co-Headteacher**

[www.croscombestokefederation.co.uk](http://www.croscombestokefederation.co.uk)

### **Department for Education coronavirus (COVID-19) helpline**

The Department for Education coronavirus (COVID-19) helpline is available to answer questions about COVID-19 relating to education and children's social care. Staff, parents and young people can contact this helpline by calling:

Phone: 0800 046 8687

Opening hours: Monday to Friday from 8am to 6pm.

On Monday 31 August (Bank Holiday) will operate from 10am to 4pm.

### **Zoom Meeting**

If you have any concerns or queries regarding the children's return to school, we will be available alongside Nick Cramp our chair of governors for an open zoom session to parents between:

**3:00pm and 4.30pm on Thursday 3<sup>rd</sup> September**

Log into the meeting, at any time within the time frame, using the link below:

<https://zoom.us/j/7037978680> / (no password needed)

### **Thank you**

Thank you for your continued support in these difficult times. Naturally, we have planned in each school to undertake some focused work with the children on securing positive mental health and as we have said before, please tell us if you are concerned about how your child has responded to lockdown. We do have access to services and expertise in and outside of schools that can provide support.

With very best wishes for a joyful and positive start to our new term.

Bill Moore and Mel Vincent  
Co-Headteachers

Croscombe and Stoke St Michael Primary Schools' Federation

**Let Your Light Shine**

Sara Bannister  
Federation Business & Premises Manager  
sbannister@educ.somerset.gov.uk

