



Crown Lane, London, SW16 3HX
tel: 020 8670 4713 fax@ 020 8766 6094
email: enquiries@crownlane.lambeth.sch.uk
www.crownlane.lambeth.sch.uk
22nd May 2020

Headteacher: Mr Gavin Farrell

Dear Parents/Carers,

Re: Possible reopening of school to more pupils in June

I hope that you and your families are healthy and are coping well in light of the enormous changes that have been going on in all of our lives with school closure and social distancing.

School has been open for some children of keyworkers during lockdown and so many of our staff have either been working at school or behind the scenes at home to plan Home Learning for your child. I want to start by saying how overwhelmed I am by how you all have risen to the challenge of supporting your children while at home. As you may now have realised 'learning to teach' is not something that happens overnight and takes many years to master. Unfortunately this was something that was thrust upon you at very short notice and you have done an absolutely incredible job! Regardless of whether our staff worked at school or at home, what is clear from speaking to them is that we have missed you all and we are looking forward to the day that we can return to school. This is why I write to you today.

I know that you will have seen in the news that schools are beginning to prepare for reopening in June to children in Nursery, Reception, Year 1 and Year 6. This will happen only *if* the government decides that it is safe to do so. That decision will be made on Thursday May 28th. There are many things for our staff to think about as we prepare to come out of lockdown. I want to reassure you that we have been doing everything that we possibly can to make sure that we are ready to receive these year groups in the coming weeks.

Preparations have included working with the Local Authority, our Governing Body and Trade Unions to create plans for reopening so that all of us remain safe and healthy. We have also been looking at other European countries' experience of reopening schools. In some schools they only allow 15 children per class, are only opening for specific year groups and children must stay 1.5m away from other people. Every country and almost every school is taking a different approach and as you may have noticed in the news, there remains a lot of uncertainty at the moment.

I am very proud to be the headteacher at Crown Lane and after almost four years in post I know every nook and cranny of our school site and more importantly, I know each of your children and how they move in and around our buildings. This has helped the Senior Leadership Team, the Premises Manager and selection of other staff to create detailed action plans so that we know what the school's reopening will look like in practice. Precautions that we will be taking include:

- ✓ Limiting class sizes – staff and children will be assigned to 'pods' within each year group ranging in sizes of between 8 and 10 children. These pods will not interact with each other to support social distancing. The government has suggested no more than 15 children per group, however knowing the varying needs of our children, I have decided to reduce this number to a maximum of 10 for added safety. The classrooms are arranged with 2m distancing between each table
- ✓ Children in each year group that has been invited to return will be divided into Groups A and B. The groups will attend school on alternate weeks and on the weeks when they are at home they will be provide with Home Learning- this week on/week off arrangement is to ensure that while we are living with the threat of Covid-19 that we are minimising the numbers of children in school at any one time to keep them safe through social distancing



Crown Lane, London, SW16 3HX
tel: 020 8670 4713 fax@ 020 8766 6094
email: enquiries@crownlane.lambeth.sch.uk
www.crownlane.lambeth.sch.uk

Headteacher: Mr Gavin Farrell

- ✓ Staggering the arrival, break times, and pick-up times of children to limit the amount of contact that they could have with other families to support social distancing
- ✓ Increased cleaning around the school, especially in ‘high use’ areas
- ✓ Keeping children and staff with coronavirus symptoms at home
- ✓ Ensuring that children eat in classrooms with their pod – for those who do not bring a packed lunch our chefs will prepare hot meals on covered trays and these will be collected by staff from that particular pod and delivered to the children
- ✓ Each pod will have its own supervised and cordoned off play area at lunchtime
- ✓ Increased handwashing throughout the day and hand sanitizing on arrival and departure from the school gates
- ✓ Use of social distancing during trips to the toilet so that only every alternate cubicle is used with staff supervision where necessary
- ✓ Personal Protective Equipment (PPE) will be worn by staff who administer First Aid and those who help younger children to use the toilet
- ✓ Assemblies will take place within each pod
- ✓ Water fountains will be turned off and children will be asked to bring their own bottle for water that can be safely refilled in school
- ✓ Parents and carers will not be allowed onto school site to minimise the potential for social contact
- ✓ 2m markings will be in place inside and outside the school to support the safe arrival and departure of children
- ✓ Visitors will not be allowed into the school and the office will manage this process
- ✓ Meetings with parents/carers will be via telephone only

I appreciate that this is a big change from how we normally operate as a school and I would ask you to please support and be patient with us while we begin our reopening. The points above are just some of the strategies that we will put in place to minimise the risk of any member of our community becoming unwell with Covid-19, however it is only fair that I remind you that there is no such thing as *absolute* social distancing in schools. As humans we are by our nature inclined towards being ‘social creatures’ and so I cannot guarantee that at some point your child might not come into contact with another person at school who is infected with Covid-19 but who is not showing symptoms due to its long incubation period.

I want to reassure you that I am not going to pressure anyone into sending their child to school. I will keep you updated with all of our preparations for making sure the school is as safe as possible, so that you can continue to make informed decisions. Following on from our Parent Survey around reopening, today our staff have begun contacting parents in Year 6 and Year 1 to discuss our plans to reopen and I will explain the timetable for the proposed phased return below:

Date	What is happening?	What children are in school?
Week beginning Monday 1 st June	Staff return for one week of INSET training and preparation for the school for reopening to Nursery, Reception, Year 1 and Year 6 children.	The children of keyworkers and those who the government asked us to care for during lockdown. Home learning will continue for all other children this week.
Week beginning Monday 8 th	One half of Year 6 children	The children of keyworkers



Crown Lane, London, SW16 3HX
 tel: 020 8670 4713 fax@ 020 8766 6094
 email: enquiries@crownlane.lambeth.sch.uk
 www.crownlane.lambeth.sch.uk

Headteacher: Mr Gavin Farrell

<p>June</p>	<p>(Group A) will be invited to return to school and will have been assigned to a 'pod' beforehand. We will share the details of which pod your child will be in after half term.</p> <p>Group A of Year 1 will be invited to return as per the arrangement for Year 6 above.</p>	<p>and those who the government asked us to care for during lockdown.</p> <p>Group A of Year 6</p> <p>Group A of Year 1</p>
<p>Week beginning Monday 15th June</p>	<p>One half of Year 6 children (Group B) will be invited to return to school and will have been assigned to a 'pod' beforehand. We will share the details of which pod your child will be in after half term.</p> <p>Group B of Year 1 will be invited to return as per the arrangement for Year 6 above.</p> <p>One half of Reception children (Group A) will be invited to return to school and will have been assigned to a 'pod' beforehand. We will share the details of which pod your child will be in beforehand.</p>	<p>The children of keyworkers and those who the government asked us to care for during lockdown.</p> <p>Group B of Year 6</p> <p>Group B of Year 1</p> <p>Group A of Reception</p>
<p>Week beginning Monday 22nd June</p>	<p>One half of Reception children (Group B) will be invited to return to school and will have been assigned to a 'pod' beforehand. We will share the details of which pod your child will be in beforehand.</p>	<p>The children of keyworkers and those who the government asked us to care for during lockdown.</p> <p>Group A of Year 6</p> <p>Group A of Year 1</p>



Crown Lane, London, SW16 3HX
tel: 020 8670 4713 fax@ 020 8766 6094
email: enquiries@crownlane.lambeth.sch.uk
www.crownlane.lambeth.sch.uk

Headteacher: Mr Gavin Farrell

		Group B of Reception
Week beginning Monday 29 th June	<p>We will begin to invite Nursery children to return to school this week.</p> <p>Due to the vulnerability of this group the School Leadership Team will work very closely with parents/carers to carefully manage this process.</p> <p>We will be in touch with Nursery parents about this after half term.</p>	<p>The children of keyworkers and those who the government asked us to care for during lockdown.</p> <p>Group B of Year 6</p> <p>Group B of Year 1</p> <p>Group A of Reception</p> <p>A small group of Nursery children</p>
Late June and July	<p>The school will follow government advice around the safe return of other children in other Year groups.</p>	

What you can see from above is that Crown Lane will look very different when we reopen as we will need to make sure that we follow the government's advice about how to keep our staff, children and families safe and well. This is why staff need the first week in June to prepare for working in a new way and to plan for smaller 'pods' of children. I need to make it very clear at this point that our pods will absolutely not be set up based around friendship groups and there will be no movement of children between pods once for any reason. It goes without saying that I will apply our School Behaviour policy rigorously if any child is found to be creating a situation that endangers themselves or others.

You will also see that 'home learning' will be with us for a while longer and that when school reopens it will be with a mixture of learning at home and in school. This means that Crown Lane is in a very lucky position because the home learning that our staff have put together is of the highest quality.

Please keep in mind that if your child is in any of the year groups that we are inviting back in June and is clinically extremely vulnerable, or living with someone who is in this group, they should not come back to school and should continue home learning. Equally, if your child is clinically vulnerable (but not clinically extremely vulnerable), you should follow medical advice to decide if they should come back to school. Please refer to [government guidance](#) for further details of these groups.

The school is open during half term to the children of keyworkers and those who the government asked us to care for during lockdown.

As a school community we have never experienced before what we are currently living through. We as parents, carers and staff are all being asked to make some very big decisions that all carry some level of risk. If there is one thing that I can say to reassure you at this point is that we all have families and loved ones and so as headteacher I would not move to reopen the school unless I thought it was very safe to do so. The Crown Lane community is



Crown Lane, London, SW16 3HX
tel: 020 8670 4713 fax@ 020 8766 6094
email: enquiries@crownlane.lambeth.sch.uk
www.crownlane.lambeth.sch.uk

Headteacher: Mr Gavin Farrell

no stranger to difficult circumstances however I also know that we rise to any challenge put before us and that we will always do the best that we can in any circumstances that we find ourselves in.

I will be in touch again soon, please take care and stay safe and well.

Gavin Farrell
Headteacher