

Benhurst Primary School

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Acting Headteacher: Mrs K. Hart BSC (Hons)

Thursday 5th November 2020

Dear Parent and Carers,

As we come to the end of a very challenging week for the Benhurst Community, I would like to thank you for the understanding, support and kind wishes you have shared during our partial closure. Since I wrote to you last Sunday, we have had no further positive test results from staff or pupils. It is not the start to the half - term any of us expected or wanted for our children however, we look forward to welcoming them back next week as we fully re - open to all pupils on Monday 9th November. This includes the re - opening of Abacus breakfast and after school club. Year 6 boosters will not go ahead until the week beginning Monday 16th November.

We are very relieved that all staff members who contracted this dreadful virus are on the road to recovery however, some are currently still too poorly to return and others are self -isolating due to contact with cases outside of the Benhurst community. I have included a table below to show where teacher absences will be covered and by whom.

RI	Mrs Kehoe	RM	Miss Montgomery
1P	Mrs Bishop/Mrs Loyns	1H	Miss Houlihan
2T	Miss Thorpe	2EH	Mrs Edgeler/Mrs McCarthy
3B	Mrs Pearce <small>(Miss Britton was off school prior to half term and Mrs Pearce was covering 3B)</small>	3A	Miss Alam
4G	Miss Graves	4B	Miss Beach
5L	Mr Light	5C	Mrs O' Sullivan
6B	Miss Bergasse	6H	Mrs Haskew

In light of the positive cases at our school and the National lockdown guidance which came into effect yesterday, we have made some changes to our risk assessment which will start on Monday 9th November. I am sure you will continue to be accommodating of these changes as you have been since we returned in September. I have highlighted changes in yellow for ease.

School day & class sizes

- Staggered start time for all children from 8:45 to 9:00 (9:00 is registration).
- Split end time. YR, Y1, Y2 is 3:15 and Y3, Y4, Y5, Y6 is 3:30.
- Bubble classes are normal class sizes of 30 children.
- Children can mix with children from the other year group bubble.
- We have restricted the opportunity for children in different year groups to mix. This will not always be possible (e.g. siblings, ABACUS) but our plans significantly reduce contact outside of your child's year group during the school day.



Entrance/Exit for the start/end of the school day

- Benhurst Avenue and Warren Drive entrances can be used at the start and end of the day. Please ensure you leave the school premises immediately after dropping off/collecting your child/children and observe social distancing protocols wherever possible. There should not be any congregations of parents and children on school premises.
- To further reduce congestion at the end of the day, YR parents should now wait in the YR outside area. Y1 parents should continue to wait outside the black gates.
- Face coverings to be worn by parents and carers when on school site to drop off/collect your child unless you're exempt from doing so on medical grounds.
- Staff will also be wearing face coverings at the doors when you drop off and collect your children.

Office access to parents/visitors

- Only 1 visitor is permitted into the office at a time. Masks must be worn by parents and visitors when in the school building.
- Parents should only visit the office when absolutely necessary.
- We have a contact tracing QR code in the school office entrance.
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Cleaning

- Toilets are cleaned at the start or end of the day and regularly throughout the day.
- Classrooms are cleaned every day.
- All areas of the school have now been deep cleaned as an additional measure we have taken.

Classroom

- Desks face forward where possible. Children are able to share a desk.
- Books/resources may be used but not shared outside the year group unless cleaned.
- SMART boards may be used. Screens are regularly cleaned during the school day.
- Lockers/pegs and class trays may be used.
- We have hand sanitisers in every classroom and admin/SLT rooms.
- Children only use their own individual water bottle.
- Children will sanitise/wash their hands regularly (e.g. upon entry, before/after break).

Other information

- If any member of your household is displaying symptoms of COVID - 19 or is awaiting test results, all members of your household should isolate and children should not attend school until the symptomatic family member has received a negative test result.
- Due to the need for increased ventilation in the school building, with doors and windows needing to be open more often, the school may feel colder than usual. Please ensure your child has a jumper/cardigan and coat with them each day.
- School attendance is mandatory. School uniform and PE kits are required as usual.
- ABACUS are operating a breakfast and after school provision.
- Year groups are separated for break and lunchtime.
- School lunches are available. <https://benhurst.havering.sch.uk/school-dinners/>
- No sports clubs, lunchtime clubs, sports or FOB events until further notice.
- Some areas of the school remain out of use until further notice (e.g. KS2 gym).
- Corridors have been taped in the middle to guide children to walk on the left hand side.
- Visitors to the school will be limited until further notice.
- Google classroom home learning will be provided for children not at school because of COVID-19 (i.e. awaiting the results of a test, requiring to isolate). We do understand that children who are unwell may not be able to complete their learning. This is not in place for any other school absence (e.g. non-COVID related illness, unauthorised holiday).
- Christmas arrangements will be modified this year. Some events will not take place (e.g. live performances with an audience) whilst other events should be able to take place (e.g. class parties, Christmas jumper day). I will write to you next week with further information regarding our Christmas plans.
- Please ensure your child uses Google Classroom; this is where all homework is posted and will be used for learning during a school closure. <https://classroom.google.com/h> . Please



Thank You

Mr Denchfield has asked me to pass on his thanks for the many cards, gifts and well - wishes he received as he left Benhurst at the end of last term. He was extremely grateful for these and will treasure his memories of Benhurst as he begins his new role at The Learning Federation.

Staffing Update

As you will be aware, there have been some changes to our Senior Leadership Team in light of Mr Denchfield's departure. I am very proud to be taking on the role of Acting Head teacher supported by Mrs McCarthy as Acting Deputy Head teacher. Mrs Loyns continues her work as our Assistant Head Teacher and SENDCo. I am also very pleased to announce that Mrs. Hillyer will be joining the Senior Leadership Team as Acting Assistant Head Teacher, I am sure that you will all agree that she will be a valuable asset to the team.

Key Dates

These are also on the school calendar - <https://benhurst.havering.sch.uk/calendar/calendar>

Monday 9th November - School fully re-open to all pupils (8:45 start)

Friday 18th December - Final day of term (3:30 finish as usual)

Take care and stay safe
Yours Sincerely,



Mrs K Hart
Acting Head Teacher