



## Federation of Pinvin C of E First School and St Nicholas C of E Middle School

Main Street, Pinvin, Worcestershire WR10 2ER

**Federation Head teacher: Mrs Sandra Jennings**

**Deputy Head Pinvin CE First School: Mrs Nicola Harvey**

**Deputy Head St Nicholas CE Middle School: Miss Rachel Dawson**

*Together, we inspire, discover and achieve*

Dear Parents / Carers

Firstly, we hope that everyone is safe and well and we would like to thank you so much for your support this week. We fully appreciate that it has been difficult for everyone concerned so 'Thank You.' Children have responded incredibly well to the remote learning and teachers have been monitoring and marking the work. I will send a newsletter later this week with some of the amazing work handed in.

Whilst we already have very stringent measures in place to minimise the risks of infection in school, and have had from the start of term, we are always looking for any ways to make any improvements we can to further reduce risk.

If we work in partnership together, hopefully, going forward, the number of children and staff who become ill or who need to isolate will be minimal and lead to little disruption in the future. Whilst that cannot be guaranteed (as we are all aware that COVID can spread rapidly) we wish to reassure you that we are continually reviewing all that we do in school and would ask you to read the following information with regard to how you can support us to help us reduce any risks and keep each other safe. Please read below to understand measures we already have in place and any changes we are making.

### Important information

- **We have reviewed the end of the day arrangements along with school transport.**  
From Monday 2/11/20 the following changes will be in place. Please ensure that you arrive to collect children on time and leave the area promptly before the next group exit. Worcestershire Children's First Worcester County Council are also asking that **all parents wear face coverings when collecting the children** due to the lack of space for social distancing. Please also remember that parking in the turnaround area is not permitted. We would also recommend that all children using school transport wear masks due to the risks, however I have to point out that it is only mandatory for Year 7 children. School transport and Public Health support this advice. Children need to follow the correct advice for masks as shown at the end of this letter.

Tel: 01386 554196  
[office@pinvinfed.co.uk](mailto:office@pinvinfed.co.uk)

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

The Pinvin Federation of Schools is part of The Diocese of Worcester Multi Academy Trust, which is a charitable company limited by guarantee and registered in England and Wales with registered number 10390487. Its registered office is at The Old Palace, Deansway, Worcester, Worcestershire, WR1 2JE.



Year Group	Finish Time	Exit
Reception	15.00 pm	PFS Main door
Year 1 and Year 2	15.00 pm	PFS Main gates
Year 3 and Year 4	15.10 pm	PFS Main gates
Year 5,6,7 children who use Bus PS06, PS13a and PS15 only. These buses will leave at 15.15pm	15.15 pm	SNMS Main gates
Year 5,6,7 children who walk home or are collected by parents	15.20 pm	SNMS Main gates
Year 5,6,7 children who use all the other bus services	From 15.30 as and when buses arrive. Children will remain inside until called	SNMS Main gates

- **Reporting cases**

Schools are still obliged to report confirmed cases over the half term period, therefore if your child is tested positive over half term, please can you email [office@pinvinfed.co.uk](mailto:office@pinvinfed.co.uk) to inform us of the date of the test, date of result and your child's name. This is so that they can continue to monitor cases in the area appropriately and to inform the track and trace system. When a notification of a positive case is received, school will identify close contacts as per public health guidelines and their risk assessment phone call. Public Health then advise the school on next steps, who needs to isolate and until when and send us the letters to send to the relevant individuals concerned. Action has to be taken straight away and unfortunately, there is no notice as to when a notification might be received.

- All staff from Year 2 and above will be teaching from the front of the classroom and maintaining 2m distance from the children. A warning marker will be taped onto the carpet to remind staff and children of the 2m rule. In shared areas such as corridors or any required contact less than 2m staff will be wearing face coverings. This is not our style of teaching, but it is necessary in order to reduce risk. Please be aware that the same applies for children who have additional support, they will continue to receive support from their adult but social distance rules still apply.
- Children will be required to stay in their seats and stay in the same seats all day. This is so that if there is a positive case in the class we can quickly refer to the seating plan and identify children who have been in 2m contact rather than the class. We have zoned areas for breaks and lunchtimes according to the bubbles, however please can you reinforce with the children – as we continually do they are not to play games at lunchtime and which do not allow for social distancing and involve touching each other (tag and piggybacks.)

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- All children apart from Reception class will be eating their lunch in their bubble in the classroom. Hot dinners will be packaged into takeaway containers for the children. This will enable a smoother lunchtime and also reduce risk further.
- No visitors are permitted on site other than prior arrangement. Please could parents' phone or email the office and not come to Reception unless absolutely necessary. If that is the case, please be aware that the Reception staff will keep the glass windows shut and please ensure you stay within the 2m markings on the floor. All the children have their communication diaries which are checked daily for your comments and for us to comment to you when necessary.
- At SNMS we have made some tweaks to the timetable to further reduce risk. Children will be given any changes on Monday 2/11/20, however we want to just let you know what the PE days are so that children wear their PE kits on the correct day.

PE Timetable as from Monday 2/11/20					
Class Name	Mon	Tues	Wed	Thu	Fri
Merlin					
Jackdaw					
Osprey					
Heron					
Eagle					
Swallow					
Swan					
Raven					
Hawk					
Wren					
Falcon					
Kingfisher					

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- Please ensure that children only bring wipe-able pencil cases and lidded water bottles. Children cannot share resources. Children will keep their water bottles under their desks to reduce movement around the school. SNMS children, please ensure that the children have all the equipment they need in a wipeable pencil case or zippy bag. PFS children all have zippy bags with their individual equipment in provided.

### Face coverings

Please see below. Also, if children are wearing them on school transport, when not in use they should be stored correctly in a sealable wipeable bag.

## WHY WEAR A FACE COVERING?

 <p>A face covering stops your germs from reaching others. If you touch the covering, wash your hands.</p>	 <p>Masks do not replace handwashing. Wash your hands with soap and water regularly.</p>	 <p>Reusable coverings: remove and wash at 60 degrees. Clean hands with soap and water.</p>	 <p>Single use masks: dispose of it in a closed bin. Clean hands with soap and water.</p>
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**#STOPTHESPREAD**



### The Do's and Don'ts when Wearing Face Coverings

DO	DON'T
 <p>Cover mouth and nose and limit gaps between face and covering</p>	 <p>Wear N95 or surgical masks, they are for medical workers</p>
 <p>Remove without touching eyes, mouth, or nose</p>	 <p>Use someone else's mask</p>
 <p>Laundry your covering when not in use</p>	 <p>Touch the inside of face covering</p>
 <p>Wear a face covering while waiting in lines or parking lots outside essential businesses</p>	 <p>Share your mask</p>

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Finally, I would urge everyone to follow the advice below from Dr Kathryn Cobain, Director of Public Health, Worcestershire, to minimise contacts that we are mixing with in the community and reduce risk on our return.

*'As we approach half term I would ask all our school communities to really consider who you mix with and spend time with over the holidays.'*

*"Now is not the time to visit your elderly and vulnerable relatives and we should all be following the rule of 6, not meeting up in big groups.*

*"Let's keep Worcestershire in tier one of measures, and stay safe this half term."*

Our best wishes to you all, have a good half term break and we look forward to seeing everyone on 2/11/20.

Mrs Jennings and all the staff at The Pinvin Federation.



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