



# Ashley Junior School

Aspiration • Resilience • Respect • Responsibility

1<sup>st</sup> September 2020

## To Parents of Children returning to school

At last the time is arriving when we can welcome your child back into school and we hope they are feeling as excited and enthused as we are! We fully appreciate that, for some, there will be some anxieties and difficulties about going back to school – particularly with unfamiliar staff and a new environment. I can assure you that we have spent significant time planning for this moment and have, we think, taken every precaution to ensure the safety of all.

**Year 3 and Robins class** return on Friday 4<sup>th</sup> September. **Years 4, 5 and 6** return on **Monday 7<sup>th</sup> September**.

### Arrival

Arrival times are shown in the table below:

	Start	Finish
<b>Year 6</b>	8.45	2.55
<b>Year 5</b>	8.55	3.05
<b>Year 4</b>	9.05	3.15
<b>Year 3</b>	9.15	3.25

Entrance is through the main gates to the car park and then we are using two entrances into school; the Reception entrance gate and the playground entrance. The entrance for each class is shown below:

	Reception Entrance	Playground Entrance
<b>Year 6</b>	Osprey (Mrs. Witney)	Merlin (Mrs. Pepin)
<b>Year 5</b>	Barn Owl (Mr. Cox)	Eagle (Mrs. Wakelin/Mrs. Blake)
<b>Year 4</b>	Skylarks (Mr. Wakelin)	Kingfisher (Miss Allen)

Staff will be there to greet and direct the children. Temperatures no longer need to be taken but handwashing is essential, and a member of staff will be available to support the children in this.

Parents and carers may enter the car park to drop children off. Unless invited, parents and carers must not enter the school site – contact is through email or telephone.

A 'Permission to administer medicine in schools' form is attached to this letter. We would appreciate it if the form and medicine could be brought to school before your child returns.

P.E. kit must not be brought in – children will wear their kit on the day they have P.E. You will be informed of P.E. days very soon. Coats and bags will be hung on the back of chairs. Please do not bring in a bag unless it is necessary. Lunch boxes will be stored in the classroom. If your child has Free School Meals or purchases a school meal they will be brought to the classroom at the appropriate time. A fruit snack can be brought in for breaktime.

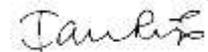
### **End of the day**

Finishing times are shown on the table above. Parents and carers may wait in the car park area. Please comply with social distancing guidelines. Children will be escorted to the same gate they entered and held onto until collection unless they are going home alone.

Emotions are contagious, so it is important that you are positive about the return to school and reassure your child that we are safe, exciting new things await them and they are going to flourish. If you have any concerns then please discuss them with us. We have a programme of learning prepared that we believe will support your child's transition and help them to feel comfortable and ready for the challenges of the coming year.

We are really looking forward to working with you to provide the very best for your child.

Yours faithfully,



**IAN RIX**  
**Headteacher**



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Dear Parent/Carer,

We require your written permission to administer any medicines in school.

Please do not decant medicines into other containers. We can only accept medicines in their original container as dispensed by the pharmacy; otherwise we might miss important instructions and warnings.

If your child refuses to take the medicine, we will make every effort to inform you on the same day.

Please hand the medicine over to a member of the office staff personally.

For any medicines required on a long-term basis, ask the pharmacy if they can supply a separate labelled supply just for the school (they might need another prescription to do this). We can then keep a separate supply at the school without the need for you to send medicines in each day.

What type of help does your child need with this medicine (mark as appropriate):

I need someone to administer this medicine to my child.

They can take the medicine themselves, but need the following supervision from staff:

Are there any side effects that the school/ setting needs to look out for?

Parent/Carers name	
Signature	
Relationship to pupil	
Daytime (mobile) telephone no.	