



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

Telephone 01689 853295 Fax 01689 889286

Email: [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk)

Website: [www.farnboroughprimary.co.uk](http://www.farnboroughprimary.co.uk)

Miss A James BA PGCE Head Teacher

Mrs C Browne B.Ed Hons Head of School



26 February 2021

Dear Parents/Carers,



Hooray!!! The days are getting longer, the vaccination programme is proving to be steaming ahead, probably beyond most of our expectations, and finally we have a date that the children will all return to school fully on Monday 8 March.

As before, we will of course be working within the parameters as set out by the government. All of the measures set out below will be reviewed continuously and we will continue to keep you updated of any changes via our mailings system.

## No Live lessons

For the week commencing 1 March, whilst all lessons will be uploaded onto Google Classroom as normal, there will not be any Live Lessons. This is due to the fact that we are welcoming back some of our SEND children, who will need to be eased back into school. You will still receive the five hours entitlement of learning per day, via Google Classroom or the school website. For some of you I know that will be disappointing, but I think I can already hear the cheers from others of you, not having to juggle devices and children in quite the same way.

We will however, be offering 15 minute live sessions each morning and afternoon, so the children who are still at home can still see their friends and teachers at school. Times for each year group will be published on Google Classroom.

## Risk Assessment

On our school website you will find our completed Risk Assessment for the children's return. Please read this carefully as it contains all of the information regarding the measures we are putting in place for a safe return to school for pupils and staff. Within the Risk Assessment, we look at:

- Prevention
- Use of PPE
- First Aid and ill children
- Response to Infection

We will continue to allow children to bring in their own wipes, hand sanitisers and hand creams. These will need to be labelled and kept in school until the end of term.



Farnborough Primary School is a member of **Nexus Education Schools Trust**

**Nexus Education Schools Trust (NEST)** is a charitable company

limited by guarantee and registered in England and Wales

Company Number 08753718.

The registered office is at Worsley Bridge Primary School, Brackley Road, Beckenham, Kent BR3 1RF.

National Support School  
designated by



National College for  
Teaching & Leadership



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

Telephone 01689 853295 Fax 01689 889286

Email: [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk)

Website: [www.farnboroughprimary.co.uk](http://www.farnboroughprimary.co.uk)

Miss A James BA PGCE Head Teacher

Mrs C Browne B.Ed Hons Head of School



## Bubbles and Staffing

We are all very familiar with the term 'bubble'. When your children return to school on Monday 8 March, they will join their class 'bubble' which will consist of their fellow classmates and the adults that usually work with the children. Below you will find the staffing list for your child's 'bubble'

**This takes effect from 1 March – years four and five will no longer be mixed.**

Year Group	Teacher	Support Staff	PPA Cover
<b>R Pixies</b>	Mrs Holmes	Mrs Fairley and Mrs Spreckley	Mrs Spreckley
<b>1 Cherubs</b>	Mrs Murray	Miss McDonnell Mrs Welensky Mrs Woods	Miss McDonnell
<b>2 Unicorns</b>	Mrs Matthews	Mrs Gohil (Monday and Tuesday) Mrs Humphries (Thursday) Mrs Bushell (Full Time)	Mrs Humphries
<b>3 Pegasus</b>	Mrs Roberts	Mrs Stockwell	Mrs Spreckley
<b>4 Griffins</b>	Mr Vallois	Mrs Dhar Mrs Ward	Mrs Spreckley
<b>4 Giants</b>	Miss Pattison (Monday and Tuesday) Mrs Browne (Wednesday to Friday)	Mrs Ward Mrs Hope	N/A
<b>5 Genies</b>	Mrs Cheeseman	Mrs Brett	Mrs Brett
<b>5 Centaurs</b>	Miss Morrison	Mrs Brett Mrs Osman (Thursday and Friday)	Mrs Brett
<b>6 Dragons</b>	Mr Atkinson	Mrs Osman (Monday to Wednesday) Mrs Delaney (Thursday to Friday)	Miss Pattison

As before, we are going to be very strict about the bubbles staying together and not mixing with other children and adults unless absolutely necessary. Throughout this letter and the risk assessment, you will see how the day to day running of the school will accommodate this strategy.



Farnborough Primary School is a member of **Nexus Education Schools Trust**

**Nexus Education Schools Trust (NEST)** is a charitable company

limited by guarantee and registered in England and Wales

Company Number 08753718.

The registered office is at Worsley Bridge Primary School, Brackley Road, Beckenham, Kent BR3 1RF.

National Support School  
designated by



National College for  
Teaching & Leadership



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

Telephone 01689 853295 Fax 01689 889286

Email: [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk)

Website: [www.farnboroughprimary.co.uk](http://www.farnboroughprimary.co.uk)

Miss A James BA PGCE Head Teacher

Mrs C Browne B.Ed Hons Head of School



## Start and End of the School Day – Effective from 1 March

As in September, we will continue with the children coming into school at staggered times and leaving the school site in the same manner. Please can I ask that all siblings are kept with you at all times and not allowed to play with other children from other year groups, as this does put at risk the safety of other bubbles. Whilst I know this is tricky, particularly with younger children, we really want to get to July without any further disruption to the children.

May we also ask that you are prompt to drop off and pick up your children. Whilst I know it is tempting to wait until later to drop off children to miss the crowds, we do not have the staff to wait at the gates for late comers.

### **8:30am start for Reception**

Reception families will still be able to bring their children to the classroom door as normal, whilst maintaining social distancing measure of 1m+. As soon as your child has gone into the classroom, we ask that you leave the school site promptly.

### **8:40am start for Year One to Year Three**

Years 1, 2 and 3 will start at 8:40am. The protocol for this will be that the class teachers will wait at the car park and pedestrian gates for approximately 2 minutes for their children to line up. As soon as all of the children have lined up, the class teacher will take their children to their classroom. Children who are late will have to wait in a designated area with Mrs Jones or Mrs Ellson.

**Years 4,5 and 6 will start at 8:50am.** The protocol is the same as above.

I know that this will provide many issues as we have a lot of siblings that will have to wait outside the school gates, but as stated, we only have one entrance to get all of our children through. We will do our very best to ensure the children are taken to their classrooms safely and promptly to allow all adults to leave the school gates as quickly as is possible.

We politely ask that only ONE adult brings your child/children to school and that all adults arrive and leave promptly to minimise the amount of adults outside the school gates.

**Reception and years 1-3 will finish school at 3:00pm and years 4 – 6 will finish school at 3:10.** The above protocol will remain the same for the end of day collection, whereby class teachers will bring their classes to the main gates to dismiss them safely and promptly. Reception adults will be allowed on site from 2:50pm.

I understand that there will be a lot of adults and children outside the school gates, but please maintain social distancing measures and forming class queues where possible would be advisable. Please may we remind you that if you are coming onto the school site, you **MUST** wear a face covering, and we strongly advise that you wear a face covering when queuing to drop off and collect your children.



Farnborough Primary School is a member of **Nexus Education Schools Trust**

**Nexus Education Schools Trust (NEST)** is a charitable company

limited by guarantee and registered in England and Wales

Company Number 08753718.

The registered office is at Worsley Bridge Primary School, Brackley Road, Beckenham, Kent BR3 1RF.

National Support School  
designated by



National College for  
Teaching & Leadership



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

Telephone 01689 853295 Fax 01689 889286

Email: [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk)

Website: [www.farnboroughprimary.co.uk](http://www.farnboroughprimary.co.uk)

Miss A James BA PGCE Head Teacher

Mrs C Browne B.Ed Hons Head of School



## Pets

I realise that some of you bring your very cute dogs to the school gates, but may I suggest that dogs do not queue with you at the start and end of the day, as predictably, when children and other adults see cute, little pets, they want to gather round to say 'hello' and 'pat' the pets, hence making social distancing very difficult to adhere to.

## Break time and Lunchtime

Children will still be able to have a school dinner or a packed lunch when they return. The only items any child should bring into school will be their water bottle and/or packed lunch. We are very sorry, but school and book bags will not be permitted onto the school site for the rest of the Spring Term.

We will continue to stagger lunchtimes, to ensure the children have enough space to play outside in their 'bubbles'. This means that lunchtime will still only be 45 minutes long (making up learning time due to the staggering of the start and end of the school day). The children will continue to eat in their classrooms to help minimise the mixing of 'bubbles' in the school hall. Each bubble will have their own designated space on the playground or field. They will also have a class bag of small play equipment, such as balls, skipping ropes etc. This will be wiped down each time after use. When the weather becomes warmer, the children will hopefully be able to eat their lunch outside.

## Uniform

Whilst children will be expected back to school in their full school uniform, we will be allowing children to wear their PE kit and/or trainers to school every day until we break up for Easter. This is due to the fact that every class will be having daily PE/fun outdoor exercise lessons. This means that you can choose if your child comes in school uniform with trainers or PE kit every day.

## Assemblies

As 'Bubbles' will still not be allowed to mix in school, we will continue to have our assemblies via Zoom, directly into the classrooms. If your child is due to receive a certificate on a Thursday, we will continue to email you directly with the meeting ID and password so you can attend Achievement Assembly on a Thursday too.

## Reading and Homework

Reading will continue to be set via Bug Club.

Homework will continue to be set via Google Classroom for years 1-6, and the school, website for reception, as we have done for the 'Home Learning' over the lockdown period.

## One to One Meetings

These will be taking place from Monday 1 March. If you have requested a one to one meeting with the class teacher, you will be notified of your telephone appointment time. These meetings



Farnborough Primary School is a member of **Nexus Education Schools Trust**

**Nexus Education Schools Trust (NEST)** is a charitable company

limited by guarantee and registered in England and Wales

Company Number 08753718.

The registered office is at Worsley Bridge Primary School, Brackley Road, Beckenham, Kent BR3 1RF.

National Support School  
designated by



National College for  
Teaching & Leadership



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

Telephone 01689 853295 Fax 01689 889286

Email: [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk)

Website: [www.farnboroughprimary.co.uk](http://www.farnboroughprimary.co.uk)

Miss A James BA PGCE Head Teacher

Mrs C Browne B.Ed Hons Head of School



are not compulsory and will only be given on request. If you require an appointment and have not yet emailed in please email your class email address to request an appointment. Please note these appointments are limited to 8 per class.

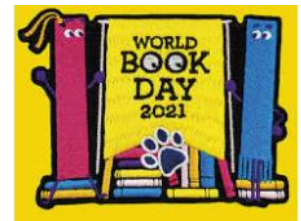
## Catch Up Programme

When the children return on the 8 March, our main priority will be to settle the children back into school life and ensure that they feel happy and safe. All of the teachers will focus on ensuring the children receive teaching and learning that suits their needs at this time. Between the children starting and Easter, we will be assessing the children at school in class and in small groups. We will then decide what catch up programme will suit groups of children and contact you after Easter with this information.

Once the children have settled into school life and we have assessed where the children are with their learning, we will book parents' meetings with you to discuss your child's next steps. This will be in early May and be conducted via Zoom. Details of dates will be sent to you later this term.

## World Book Day

As we are not going to be in school fully for World Book Day we want to celebrate World Book Day on Friday 13 March when we have all of children back. To help us celebrate this at school, we would like to do a 'Dress Up Day' themed around Neverland. We have planned lots of really fun and exciting activities for the children to do throughout the school based around the text of 'Peter Pan'. We will, of course take lots of photos during the week, so you can see what your children have been doing to celebrate World Book Day 2021.



## Comic Relief

On the 19<sup>th</sup> March we will be celebrating and supporting Comic Relief. On the day itself the children can wear own clothes, with a donation being made to the Just Giving page, rather than donations coming into the school office. Details for the page will follow in a further letter. We will also be selling red noses for a recommended donation of £1.50 a nose, the children will be able to purchase these in the lead up to the day.



The day itself will consist of sharing with the children information about the charity and helping them to understand what their donations are used for as well as creating their own Comic Relief t-shirt in school ready for a Comic Relief Fashion Parade in the afternoon. We will of course be sharing lots of photos with you. As the children will be decorating the t-shirts we are asking that the children bring into school an old shirt or t-shirt, in a named carrier bag, they can wear to protect their clothes when using fabric paints etc.



Farnborough Primary School is a member of **Nexus Education Schools Trust**

**Nexus Education Schools Trust (NEST)** is a charitable company

limited by guarantee and registered in England and Wales

Company Number 08753718.

The registered office is at Worsley Bridge Primary School, Brackley Road, Beckenham, Kent BR3 1RF.

National Support School  
designated by



National College for  
Teaching & Leadership



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

Telephone 01689 853295 Fax 01689 889286

Email: [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk)

Website: [www.farnboroughprimary.co.uk](http://www.farnboroughprimary.co.uk)

Miss A James BA PGCE Head Teacher

Mrs C Browne B.Ed Hons Head of School



Red Nose Day will be the celebration for the end of Neurodiversity week, which is running from the 15<sup>th</sup>-21<sup>st</sup> March where we will be celebrating the many strengths and talents of being neurodiverse. It is important for schools to recognise SEND children's creativity, innovation, ability to think outside-the-box, problem-solving skills, unique insights and perspectives, as well as their perseverance and resilience. More details regarding this will follow in a further letter.

## Loaned I pads and Laptops

Upon your child's return to school we would really appreciate it if you could return any school I pads or Laptops that were borrowed during this Lockdown period by Friday 13 March.

## Visitors

We are going to be welcoming back some of our sports coaches, who will teach our children outdoor PE with all mitigating measures in place. Other than the sports coaches, we will not be starting up any of our usual activities that require visiting teachers or volunteers.

We are hoping to be able to offer every class an after school club after the Easter break, so keep your eyes peeled for our letter which will come out closer to the Easter holiday.

## Wrap Around Care

You will be pleased to hear that Farnborough Kids Club will start back on Monday 8 March. Penny, as always is working tirelessly to ensure the safety of her children and staff. Whilst key stage 'bubbles' will be mixed at this provision, we have offered extra spaces for Penny to use to minimise the mixing of the children, plus with the weather becoming warmer, the children will be able to spend more and more time outside. She will continue to be the only person using the hall to begin with as we will not be letting out our hall to anyone else and not will we be using it for indoor PE, assemblies or lunches.

## Back-up Plan!

In the unfortunate event of a bubble closure, all of our school work will be available online immediately. For years one to six, your work will go up onto Google Classroom and Reception would have their work uploaded onto the school website.

## Whole School Assembly

On Thursday 4 March at 2.00pm, we will have a whole school assembly, just to explain to the children what our return to school will be like. If you have any questions and would like these to be addressed in the whole school assembly, then please do not hesitate in emailing the admin.office address, and I will try to include the answers to any queries into my assembly next Thursday.

I absolutely can't wait to see everyone again on Monday 8 March. Fingers and toes crossed that this will be the last time we have to 'teach and learn' virtually like this and we can really enjoy the last half of the Spring Term and the whole of the Summer Term together.



Farnborough Primary School is a member of **Nexus Education Schools Trust**

**Nexus Education Schools Trust (NEST)** is a charitable company

limited by guarantee and registered in England and Wales

Company Number 08753718.

The registered office is at Worsley Bridge Primary School, Brackley Road, Beckenham, Kent BR3 1RF.

National Support School  
designated by



National College for  
Teaching & Leadership



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

Telephone 01689 853295 Fax 01689 889286

Email: [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk)

Website: [www.farnboroughprimary.co.uk](http://www.farnboroughprimary.co.uk)

Miss A James BA PGCE Head Teacher

Mrs C Browne B.Ed Hons Head of School



Please stay safe and continue to look after and support one another.

**10 sleeps to go!!!**

Love and best wishes always,

Miss James and the Farnborough Team



Farnborough Primary School is a member of **Nexus Education Schools Trust**

**Nexus Education Schools Trust (NEST)** is a charitable company

limited by guarantee and registered in England and Wales

Company Number 08753718.

The registered office is at Worsley Bridge Primary School, Brackley Road, Beckenham, Kent BR3 1RF.

National Support School  
designated by



National College for  
Teaching & Leadership