



# **CHAPMANSLADE CE VA PRIMARY SCHOOL**

**Learning together in a Christian community,  
nurturing and developing lively minds in a caring  
environment.**



7<sup>th</sup> July 2020

Dear Year 6 Parents,

## Leavers' Last Day

As promised, I am writing to you with a plan for how our Year 6 pupils can mark the significant milestone of leaving primary school. All the team feel that it is vitally important to give Year 6 the opportunity to come back and say goodbye to staff and to each other.

**All Year 6 pupils are invited to attend school on Friday 17<sup>th</sup> July between 9:00am and 11:00am.**

### **Pupils will take part in**

- a welcome back session for the whole cohort to have time together again
- a formal prize-giving ceremony (wear smart uniform if you can)
- presentation of a Bible from the churches of Chapmanslade and Corsley
- presentation of a Yearbook from the Friends of Chapmanslade
- memories of their time at Chapmanslade
- signing shirts (wear the shirt you want signed, bring your own sharpies or pens)
- play and games outside (weather permitting)
- photographs

The school must act lawfully. Within school, bubbles of 15 pupils are permitted and we shall be able to observe this rule. There will be approximately ten staff in school on Friday 17<sup>th</sup> July who will be able to talk to the children from a safe distance. We will ensure that all areas used by the children that day have been deep cleaned, and we shall ensure an overall gathering on site of below 30.

Gatherings of over 30 people are still illegal which sadly prevents us from being able to hold a Leavers' Service for parents. However, we would like to take photographs to share with all Year 6 parents after the event. We will also take a formal prize-giving photograph of every child for your family album.

In line with the GDPR data protection regulations, I have to inform you about this happening and give you the option for your child to opt out of these photos. Please email your consent to Mrs McCall at [admin@chapmanslade.wilts.sch.uk](mailto:admin@chapmanslade.wilts.sch.uk).

**If we do not receive consent from you by Wednesday 15<sup>th</sup> July, your child will not be included in the group photos.**

**What arrangements are in place for parents on the school site?**

- Parents must observe a one-way route through the school. You must enter the site from the gate at the bottom of the playground steps, walk up to the top gate to drop or collect your child, then exit via the churchyard. It is important that every parent observes this strict one-way route in order to protect all pupils, parents and staff.
- There will be no access into any other part of the school site for parents.
- You are welcome to drop your child at the school gate to make his/her own way to the top gate.
- Please say good-bye quickly to your child in order to prevent a queue of parents from forming. If another parent is ahead of you, you must maintain a safe distance.
- Only one adult from each household is permitted to enter the school site with pupils.

At the end of the session, parents should observe the same one-way route and the same social distance of 2 metres if another parent is in front of them. Parents must not congregate on the pavement, on the playground, at the top of the driveway or in the churchyard so that the school complies fully with its own risk assessment. Your child will be handed over to you as quickly as possible and you are requested to exit promptly via the churchyard to prevent a queue from forming behind you.

**What time should I drop off my child?**

In order to ensure adequate social distancing and to prevent gatherings of parents close to the school site, these time slots are fixed and non-negotiable.

**Your child** must arrive promptly between 8:50am and 9:00am

**What time should I collect my child?**

In order to ensure adequate social distancing and to prevent gatherings of parents close to the school site, these time slots are fixed and non-negotiable.

**Your child** must be collected promptly between 10:55am and 11:05am

**What are the arrangements for drinking water?**

Drinking water will always be available. Water will be provided in sterilised beakers. Your child may bring his/her own NAMED drinks bottle if preferred.

**What are the arrangements for snack?**

All children should bring a healthy snack for mid-morning. Disposable wrapping is preferred (a piece of fruit is perfect!) to reduce items moving between school and home.

**What protective measures will be in place?**

The school will follow all guidance from the government and local authority.

- Only year 6 pupils and school staff will be on site. This limits the number of other people that your child will have contact with.
- Frequently touched surfaces such as desks and doors are cleaned regularly throughout the day.
- All areas open to your child will be deep cleaned the day before.

- Hand washing will be supervised on arrival, at transition from outside to inside, before eating and after using the toilets.
- Boys and girls will have designated toilet cubicles to use.
- If your child requires first aid or becomes unwell with Covid-19 symptoms, staff will use the recommended PPE to attend to your child.

### **What should my child bring to school?**

Your child should bring a NAMED drinks bottle if required and a snack.

Your child should bring a waterproof or a sunhat depending on the weather.

Bring your own sharpies or pens for shirt signing.

Your child must not bring anything else to school.

Everything else your child may need will be provided.

### **What should my child wear?**

Any items of school uniform will be acceptable but formal uniform is preferred for prize giving if possible. If your child would like a shirt signed, he/she must wear one that can be written on.

Parents are not expected to buy new uniform, including new shoes – we just want children to attend and enjoy themselves. Please provide a waterproof jacket and/or apply suncream.

We do hope that your child will be able to join us on the last day of term when we look forward to giving our lovely Year 6s a good send-off!

Yours sincerely

Mrs Chapman