



Headteacher: Mrs Toni Kittle

Chalkstone Way, Haverhill, Suffolk, CB9 0BW - Telephone: 01440 761697

26th February 2021

Dear Families,

As promised, I am writing with the details you will need in advance of Westfield reopening to all children on Monday 8th March.

What time shall I drop and collect my child?

The guidance for schools recommends the continuation of staggered start and finish times. This reduces both the flow of pedestrian traffic and reduces the likelihood of group gatherings.

- One half of the school will be invited to arrive no earlier than 8:45am. This group should be collected at 3.15pm.
- The other half of the school should arrive no earlier than 9am and should be collected at 3.30pm.

As before, siblings can arrive and be collected together. However, this should be at the earliest time of 8:45am and the latest time at the end of the day-3:30pm. **If your child needs to arrive earlier, we are asking that you message your child's class teacher via dojo before 8th March.** Teachers will be making their own list of who to expect at the earlier drop off and later collection times and can only support families who have requested the support.

We understand too that many of you will have work commitments. As before, please contact me directly if you require an 8:45am drop off if your child is due in at 9.00am.

We will do all we can to help and support but we do ask that you adhere to the timings where possible. Thankyou.

Can my child wear school uniform?

From 8th March, children should return in full school uniform. Classrooms will be ventilated so please ensure your child has another layer to add to their uniform. A fleece for example is fine. Your class teacher will inform you when your child has PE. On this day, they should arrive wearing their kits and will remain in these for the day.

Courage - Determination - Inspiration - Excellence - Respect

What can by child bring to school?

We will continue to set homework via dojo and for that reason, homework books and reading records can be left at home. Reading books, lunchboxes, a coat and water bottles can come to school.

Will lunches be served?

The kitchen will be fully open from March 8th and hot dinners can be ordered daily. Hot meals will be provided free of charge for all children in Reception, Year 1 and Year 2 who require them. Pupils in Years 3-6 do have to pay for a meal, unless you are entitled to free school meals.

Will wrap around care and after school clubs be open?

Breakfast club runs from 7am and we will now extend our Woodlanders provision to 5:45pm. All bookings should be made via parentpay. If you are new to the provision, please ensure you complete a registration form. These are available from the school office.

After the Easter holidays, we will be providing after school extracurricular clubs.

Please note that there is a new remote entry system at the back of the hall that parents should use when dropping and collecting from clubs. Please buzz in and out when you arrive and leave, ensuring that the gate is fully closed each time.

The Curriculum

I am sure you will see there is much in the media about 'catch up', gap filling and assessment. As a team, we are under no illusion that there is much to achieve and we are committed to ensuring that our children make the very best progress. However, we will not be inviting your children back to undertake lots of assessments. We wish to invigorate and inspire. Our curriculum will work to provide social connections, collaborative learning, wellbeing and thrive for all and daily physical exercise. We will not narrow our offer, but will focus in the first instance on ensuring your children are provided with hooks and opportunities to ignite their learning. Watch this space for an exciting first week back!

Parent connections

Whilst restrictions remain, please limit your visits to the school office. Our team are very happy to meet with you in a distanced way as we believe face to face meetings are important. Please book these in advance. Please continue to use dojo and do request zoom meetings if you would prefer a remote connection.

Parent views

Following the children's return, we are keen to ascertain your views about what is working well and what actions we can take to improve our offer. Zoom links will be sent nearer the time, but do keep these dates free:

- Friday 19th March at 10.00 Year 3/4 parent forum
- Friday 19th March at 14:00 Year 5/6 parent forum
- Monday 22nd March at 10.00 EYFS parent forum
- Monday 22nd March at 14:00 Year 1/2 parent forum

New Website

We are proud to announce that our brand new 21st Century Westfield website will be launched on Wednesday 3rd March. We will share details with you next week.

Attendance

From 8th March, attendance for all children is mandatory. Please ensure you call the school if your child is unwell or shielding so that we can apply the appropriate coding to the register. If you have anxieties about your child returning to school, please do speak with us.

Dates for your diary

Please make a note of the following two dates in March. Details to follow.

- Friday 19th March-Red nose day
- Wednesday 24th March-Easter craft competition deadline

Safety Measures

Please see our full risk assessment on the website. Here, we have detailed all of the measures we have in place to ensure that our children, staff and families are protected. Below is a summary of key protective measures that we are asking you to adhere to:

1. Please ensure only one adult drops and collects each day
2. Please use the one-way system which is clearly sign posted
3. When entering the building for a meeting, please use sanitizer at all times
4. Please avoid gathering in groups at the beginning and end of the day
5. Please arrive promptly and not before the allocated times
6. Please wear a face covering at all times whilst on site

Staff too will adhere to all measures, including the wearing of face masks in communal areas. For your information, all staff are now taking a lateral flow test twice a week as part of our safety measures.

We are genuinely looking forward to welcoming you all back to school and cannot wait for a brighter summer ahead.

With sincere thanks for your continued collaboration,

Kind regards,

Toni Kittle
Headteacher

Drop off and Collection Times

| Class | Year | Drop off time | Collection time |
|-------------|-----------|---------------|-----------------|
| Duckling | Nursery | 8:45 | 11:45 |
| Wren | Reception | 8:45 | 3:15 |
| Puffin | Reception | 9.00 | 3:30 |
| Wagtail | Year 1 | 8:45 | 3:15 |
| Magpie | Year 1 | 9.00 | 3:30 |
| Heron | Year 2 | 8:45 | 3:15 |
| Robin | Year 2 | 9.00 | 3:30 |
| Sparrow | Year 3 | 8:45 | 3:15 |
| Skylark | Year 3 | 9.00 | 3:30 |
| Raven | Year 4 | 8:45 | 3:15 |
| Mockingbird | Year 4 | 9.00 | 3:30 |
| Kestrel | Year 5 | 8:45 | 3:15 |
| Kingfisher | Year 5 | 9.00 | 3:30 |
| Starling | Year 6 | 8:45 | 3:15 |
| Eagle | Year 6 | 9.00 | 3:30 |