

Friday 11th September 2020

Dear Parents and Carers,

I would like to start by wishing you a very warm welcome back to Littletown this week, especially to those we have not seen since March. After such a long time it has really been so wonderful to see all of you this week. Staff and I have been so impressed with how well all the children, but particularly the new starters, have embraced coming to school this week. A special welcome to all our new families in Nursery, Reception and other year groups to the Littletown community.

In my email to families on Tuesday, I spoke about Littletown being a Bigteam and I have really seen this to be the case as the week has progressed. I would like to thank all of you for doing your bit, responding to changes and suggestions, but most of all, for being positive, understanding and supportive of us as a school and myself as a headteacher during this week. I feel that the start and end of day arrangements continue to improve as we all get more used to how to make them work more effectively, and hopefully now, we have settled into this ‘new normal’ as they say. We are still always thinking of how to make arrangements even better and I can never guarantee there won’t be further changes, but thank you for helping us make these first arrangements as successful as possible. Feedback from parents has been very helpful throughout the week in this matter. Please continue to give feedback via [head@littletown.devon.sch.uk](mailto:head@littletown.devon.sch.uk) Please see one request from me regarding timings below.

I imagine now children have returned to school successfully one of the most concerning and confusing things for you as parents no doubt, is exactly what you do/what others should be doing, if there are suspected or confirmed cases in school of Covid-19. I have therefore decided to share with you the flow charts from the South West Health Protection Team that we use in school. Please see more detail about this below in this newsletter.

Next Friday parents will receive Curriculum Newsletters outlining the learning taking place this Term. Please see information below from Mrs Childs about pupil premium applications, particularly if your family has experienced changing circumstances over the last few months. Often, far more families are eligible than they realise.

Finally, I will soon be absent on Paternity Leave for a period of two weeks. Please find details for the covering of my absence below. However, I will still be visiting the school as a parent when I drop my son at Nursery, so I will see you all in the queues!

Yours faithfully,

David Perkins 

Principal

**Covid-19 suspected and confirmed case flow charts**

Although we have tried to explain in previous letters, it can be hard to understand what is expected of you as parents with the whole Covid situation. Therefore, I attached with this newsletter the actual set of flow charts we are using in schools. They are also on our website here:

<https://www.littletown.devon.sch.uk/website/flow_chart_for_covid_symptoms_/506011> Hopefully this will both make it clear to you how to proceed at any given point in the process if relevant, but also reassure you that I am not just making it up as I go along and that there are very clear and consistent procedures in place. The risk assessment that the school is operating under, acts both to keep children and staff as safe as possible whilst still operating the school successfully, but also allowing for the least amount of disruption for families, should any positive cases in school occur.

I know access to testing is a growing concern. Testing is available via post. We have been given the following additional guidance as a school. *If you are unable to book a local testing slot then they can email* [*d-ccg.devon.urgenttesting@nhs.net*](mailto:d-ccg.devon.urgenttesting@nhs.net) *making clear the test is for either a child attending school or a member of school staff, and they will be supported to access local testing.*

If you have any questions, queries or concerns about symptoms, testing etc please do contact us so we can help or if we can’t, signpost you to someone who can.

**Please stick to start of day timings**

I know it must be hard for 9am starters to stand on the other side of the road and watch other families go in earlier. This is even harder, though, when parents see other parents of their children’s classes starting at 9am walking in with the 8:50 starters without siblings. Teachers of 9am classes have reported that far more than just sibling children are arriving early with the 8:50am classes. Teachers are not expecting these children until 9am. If your child walks to school on their own and is due at 9am, please remind them to wait on the other side of the road until it is time. Please do make sure your children enter the school at the right start time so that school is as safe as possible. If this continues next week, we will contact parents directly to discuss. I know the timings are an inconvenience, but they exist for the safety of all of us. None of us want the process to take even longer because I have to check every single family on lists as they enter.

**Staffing**

This week we are pleased to welcome Miss Ford in Reception, Miss Mainwaring in Year 3 and Mrs Sobel in Year 1. Welcome also to Miss Wells in Year 1 and Miss Chalmers in Year 5 who begin their School Centred Initial Teacher Training with us this year.

**Class email addresses**

With parents unfortunately not being able to access the school site to speak with teachers, we will be continuing the class email addresses we set up last year for remote learning. Please use them responsibly as we need to ensure that teacher’s workloads remain manageable.

Please note that teachers teach during the day and have planning, marking, meetings and training after school so may not always reply quickly to emails. If you feel the message or question is urgent you may well wish to contact us via phone or use the admin email address [admin@littletown.devon.sch.uk](mailto:admin@littletown.devon.sch.uk)

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| **Class** | **Email address** |
| Nursery | [nursery@littletown.devon.sch.uk](mailto:nursery@littletown.devon.sch.uk) |
| Miss Croft | [classrnc@littletown.devon.sch.uk](mailto:classrnc@littletown.devon.sch.uk) |
| Mrs Katene and Mrs Hawkins | [classrnkmh@littletown.devon.sch.uk](mailto:classnkmh@littletown.devon.sch.uk) |
| Mrs Veevers | [class1cv@littletown.devon.sch.uk](mailto:class1cv@littletown.devon.sch.uk) |
| Mrs Lambert and Miss Meecham | [class1cllm@littletown.devon.sch.uk](mailto:class1cllm@littletown.devon.sch.uk) |
| Mrs Bentham and Mrs Rossiter | [class2dbvr@littletown.devon.sch.uk](mailto:class2dbvr@littletown.devon.sch.uk) |
| Mr Luxton | [class2al@littletown.devon.sch.uk](mailto:class2al@littletown.devon.sch.uk) |
| Mrs Searle and Mrs Davis | [class3jssd@littletown.devon.sch.uk](mailto:class3jssd@littletown.devon.sch.uk) |
| Miss Bodgin and Mrs Huguerre | [class3rbgh@littletown.devon.sch.uk](mailto:class3rbgh@littletown.devon.sch.uk) |
| Mr Driscoll | [class4sd@littletown.devon.sch.uk](mailto:class4sd@littletown.devon.sch.uk) |
| Mrs Wright and Mrs Arni | [class4gwga@littletown.devon.sch.uk](mailto:class4gwga@littletown.devon.sch.uk) |
| Miss Urry | [class5zu@littletown.devon.sch.uk](mailto:class5zu@littletown.devon.sch.uk) |
| Mrs Binmore | [class5cb@littletown.devon.sch.uk](mailto:class5cb@littletown.devon.sch.uk) |
| Mr Priddle | [class6cp@littletown.devon.sch.uk](mailto:class6cp@littletown.devon.sch.uk) |
| Mrs Fallon | [class6jf@littletown.devon.sch.uk](mailto:class6jf@littletown.devon.sch.uk) |
| Mrs Trim and Mrs Childs (SENCO) | [senco@littletown.devon.sch.uk](mailto:senco@littletown.devon.sch.uk) |
| Mrs Hawkins Vice Principal | [mhawkins@littletown.devon.sch.uk](mailto:mhawkins@littletown.devon.sch.uk) |
| Mr Perkins Principal | [head@littletown.devon.sch.uk](mailto:head@littletown.devon.sch.uk) |

**Arrangements for Mr Perkins paternity leave**

Mrs Hawkins as Vice Principal will deputise as Principal for my absence. Many of you will remember the wonderful job Mrs Hawkins did as Acting Head for the whole of the Autumn Term in 2017. Mrs Hawkins will be ably supported by the rest of the Senior Leadership Team. Miss Croft, Nursery, Reception and Year 1 phase lead, will be released each morning in her leadership role. Mrs Clarke will cover the class to offer continuity. Despite the unique circumstances, I am sure you will share my complete confidence in Mrs Hawkins and the Senior Leadership Team to lead the school exceptionally well. I also know that you will offer them your full support.

**Snacks**

A reminder to Year 3 parents that the government funded fruit provision stops at the end of Year 2. Due to the staggering of lunchtimes, some children are having lunch a bit earlier or later. If later they may need a larger snack for break time. If earlier they may be getting a little hungry when they get home. Like many facets of school currently, this is not ideal, but this is the only way we can serve hot meals whilst maintaining the ‘class bubbles’. Many thanks for your understanding.

**Are you eligible for Pupil Premium funding?**

Since September 2014, all children in Reception and Years 1 and 2 have qualified for [free school meals](http://www.theschoolrun.com/free-school-meals-for-infant-children), regardless of their family income. This ends as your child moves into Year 3 - Key Stage 2.

From year 3 onwards, children whose parents are getting any of the following are entitled to free school meals:

* Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods).
* Income Support (IS).
* Income-based Jobseekers Allowance (IBJSA).
* Income-related Employment and Support Allowance (IRESA).
* The guaranteed element of State Pension Credit.
* Support under Part VI of the Immigration and Asylum Act 1999.
* Child Tax Credit (provided you’re not also entitled to Working Tax Credit and have an annual gross income as assessed by Her Majesty’s Revenue and Customs, that does not exceed £16,190).
* Working Tax Credit run-on (the payment you get for a further 4 weeks after you stop qualifying for Working Tax Credit).

Children who receive a qualifying benefit in their own right can also get free school meals.

If you believe that your child would qualify for free school meals, it’s important that you visit [www.devon.gov.uk/supportforschools/services-and-contacts/free-school-meals](http://www.devon.gov.uk/supportforschools/services-and-contacts/free-school-meals)

and fill in the online form.

Please refer to the SAFS Padlet page <https://padlet.com/lianechilds/ewjn9i9gxfpw> or contact school for support with the using the online application form.

**Birthdays**

Children are allowed to wear their own clothes on their birthday.

**Sport After School Clubs**

Next week we re-commence offering sports clubs via Mr Conybeare of Elite coaching. Just like breakfast and after school clubs it is not possible to offer clubs in class bubbles. However, to reduce risk, inline with guidance, clubs will only have children from two year groups in them. Please see the message below from Mr Conybeare:

Please can I remind parents that all children will need a change of clothes for any after school clubs involving sport. This can either be their school PE kit or personal sports clothes/kits. After the club finishes, Mr C will walk the children around to the front playground where you can collect them.

Thanks, Adam Conybeare

Littletown Primary Academy

**Peripatetic music lessons**

Next week we also re-commence individual music lessons with visiting teachers. As per guidance and our risk assessment, these lessons will take place in the ‘Cabin’ and not the music room in the main school site.

**Carrier bag for last year’s books**

We still have lots of books and tray contents in school from last academic year. So these can be transported home safely please can each child bring in a strong carrier bag next week.