**Autumn 2020 News Letter**

Dear parents,

We hope that you and your families have had a safe and relaxing summer and look forward to seeing you on Thursday 3rd September 2020.

Just as a brief reminder breakfast club starts at 8:15 am, morning sessions run from 9:10 am to 12:10 pm, and for children who stay for the whole day, 9:00 am-3 pm. For those who wish to send your child for breakfast club, please email Elsie at [manager@abacusnewmalden.co.uk](mailto:manager@abacusnewmalden.co.uk).

We have prepared the following guidance in line with government’s recommendations. Please read this guidance carefully and do not hesitate to contact us via email at admin@abacusnewmalden.co.uk, should you have any questions.

**DROPPING OFF AND COLLECTION POINTS**

• Unfortunately, parents will not be permitted to entire the school building.

• Please adhere to social distancing measures when dropping off and collecting your child.

• Please ensure that the same parent/guardian both drops off and collects your child.

• Please bear with us as the start and end of the day routines may take a little longer than

usual.

• On arrival, children’s temperature will be checked so we kindly request that bring your child on time as we have other health and safety checks to follow.

• Please be punctual to collect your child as all staff have been asked to vacate the school premises immediately to allow for additional cleaning.

**COMMUNICATION**

During this pandemic, our focus is to ensure that children are as safe as possible when entering and during their time at school. Therefore, our teachers and senior staff will be unable to have in depth conversations with parents at pick up or drop off in the morning. If you need to communicate with anyone at nursery, please telephone the nursery office or use the email address: [manager@abacusnewmalden.co.uk](mailto:manager@abacusnewmalden.co.uk).

**CLOTHING**

* Children are expected to wear comfortable clothes and shoes suitable for the weather
* Spare clothes should be kept in your child’s bag in case of any accidents

**Nappies**

If your child wears a nappy**, please provide nappies, nappy sacks, wet wipes and spare change of clothes** in their bag. We would like to inform you that due to the church’s policy we are unable to dispose of nappies. Consequently, we place the nappy in a bag and attach this to your child’s bag to be taken home.

**LUNCH AND SNACK**

* For September, we request all the parents to provide their children’s snack and breakfast until further notice.
* At Abacus we encourage children to live healthy lifestyles. Please support us by providing your children with fresh fruit or vegetables for snack and a balanced meal for lunch (if your child stays for lunch).

**WHAT HAPPENS IF SOMEONE BECOMES UNWELL AT SCHOOL?**

• Please note that parents should not send children to school if their child or anyone in

their household displays symptoms of coronavirus.

• If anyone at school becomes unwell with a new, continuous cough, high temperature, or has a loss of/change of taste or smell (ansomia), they will be sent home and advised to follow government guidance.

• Please ensure that you, or your emergency contacts, are available during school hours and details are UpToDate.

• If a child is awaiting collection, they will be isolated with appropriate adult supervision.

• PPE will be worn by the supervising adult.

• We ask that all families engage with the NHS Test and Trace Process.

• Anyone who displays symptoms of coronavirus should get a test. Tests can be booked

online or ordered by telephone via NHS 119.

• Parents must inform the school immediately of the results of a test so that further advice can be given.

We thank you for your support and co-operation in all the items listed.

Please rest assured that the safety of your children and the whole of our school

community are our main priority.