



DOWNHAM PREPARATORY SCHOOL AND MONTESSORI NURSERY

The Old Rectory, Stow Bardolph, Nr Kings Lynn, Norfolk, PE34 3HT
(01366) 388066 office@downhamprep.co.uk www.downhamprep.co.uk

Dear Parents,

We hope you are all keeping well. As promised, we are sending you an update with additional information for the re-opening of school.

- Children do not need wear a blazer until the weather is cooler.
- Children will need a sun hat for sunny days; please send it with them on the first day back and it will remain on their peg.
- After October half term, if it is cold, children will need named hats, scarves and gloves, and these will be kept on a separate hanging rail for each bubble.
- Please do not bring rucksacks or drawstring bags. Please bring named plimsolls and art aprons in a plastic bag (which will be disposed of) on the first day of term; these will be kept on pegs.
- Snacks need to be in a wipeable container.
- Children will not need to bring their own tissues or hand sanitiser as each classroom has a supply. We will also have hand sanitising stations around the school; there will be a box at the door of entry for each bubble.
- Toilets and cloakrooms will be regularly checked at break times. In addition, at lunchtime, a member of staff will use the misting machine with anti-viral solution to thoroughly clean the cloakrooms, doors, toilets, sinks etc. The cleaners will deep clean after school.
- Teachers will check that children wash their hands before snack and lunch and apply hand sanitiser. If a child goes to the toilet during a lesson, they will be reminded to wash their hands. The teacher will also ensure they apply hand sanitiser when they return to class.
- To stagger hand-washing, classes 1 and 2 will leave their lesson on the 1st bell, which rings 5 minutes before the end of a lesson. Classes 3, 4, 5, 6 and 7 will leave their classrooms on the second bell.
- Reception will use their own cloakroom/toilet
- Years 1, 2, 3 and 4 will use the main school cloakrooms/toilets.
- Year 5, 6, and 7 will use the cloakrooms/toilets in The Rectory.
- Government guidelines advise that children should stay in their own classroom in their bubble as much as possible. Teachers, however, are allowed to move around and teach in different rooms. The staff will all have their own stationery packs to take to the rooms that they teach in. When a member of staff is moving between bubbles, they will wash their hands and use hand sanitiser. Teachers will also remain 2M away from the children, where possible.
- Reception children have sports on Tuesdays and therefore will need to come to school in their sports kit on the **first** day of term.



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- **Timetables**- will be sent out before the start of term.
- We have not prepared 'Diary Dates' as yet, as we are unable to organise any trips out, visitors in, parties or events until the guidelines change.

Home Learning

Schools are required to have a contingency plan in place for home learning in the event of another school closure, or a prolonged absence from school due to sickness. We are in the process of having Microsoft 365 installed onto all of our computers in school, which will include access to Microsoft Teams. This software will enable us to set work for the children to complete and allow us to speak with the children face to face. It will also give us the option of small classes gathering together in one meeting, so that they can see familiar, friendly faces. Once the installation is complete, we are arranging a staff training session to ensure that everyone is trained to use 365 and Teams.

If an individual child has to self-isolate or a member of their family has coronavirus symptoms, we will set specific lessons for them to follow on Oak National Academy. This would be followed up with a daily video call with the child's form teacher, where they can discuss what has been learnt that day and answer any questions the child may have.

Special Needs

Mrs Sharpe is taking over the role of SENCO, (Special Educational Needs Co-ordinator). She will be going into lessons to assess any child who has additional needs. The subject teachers and Mrs Sharpe will then write a support plan for each child. She will then be going into lessons to work with individual children.

There will be no charge for these lessons. If you have been paying for additional one-to-one lessons, you will not receive an invoice for this term. Mrs Sharpe has taught children with additional needs for 40 years and she is qualified to assess and teach dyslexic pupils. She is also a trained screener for Scotopic Sensitivity Syndrome (Irlen Syndrome).

NB. We do not charge for screening our own pupils.

When the new support plans have been written, you will be invited into school for a meeting to discuss them with Mrs Sharpe and your child's teachers. If, however, you have any concerns and wish to discuss them before this meeting, please contact the office and ask Mrs Law to make an appointment with Mrs Sharpe.



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School Day

We have been doing a lot of lessons outdoors since June 1st, which has had a positive impact on the children. Staff will continue to take lessons outdoors where possible. In addition to this, we have added in an extra playtime at 2.15-2.30 each day.

School Trips

If you have paid for the Eaton Vale trip last term, you will be refunded. We will re-book in the spring term.

We have rescheduled the years 5, 6, & 7 residential trip to Haubois outdoor activity centre, to a day trip only; this will be on Friday 25th September. Further information will follow when school re-opens.

We hope you find this information useful. We are very much looking forward to welcoming the children back to school.

Term begins for Primary pupils on Tuesday 8th September.