



Ellingham Primary School
Strong roots for flourishing futures



THE ROYAL BOROUGH OF
KINGSTON
UPON THAMES

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Dear Parents and Carers,

Return to school final details and important reminders:

We hope you are all well and have enjoyed some sun-filled days this week. Staff have been working hard throughout the half term break to make sure the school is ready to receive some of our children and continue the home learning for others.

- **Key Workers** - We will be welcoming our **Key worker and invited children** into school from **Monday 1st June**.
- **Year 6** – We will be welcoming our **Y6 children** from **Tuesday 2nd June**
- Reception and Year 1 - We will be welcoming our **Reception and Y6 children** from **Wednesday 3rd June**.
- **Y2, Y3, Y4 and Y5** children will continue to access home learning via Google Classroom. We would encourage families to use the on-line system to reduce the number of people coming into the school. However, if a pack is absolutely necessary, they will be available on **Tuesday 2nd June from 10am-11am only**.

All returning year groups will only be in part of the week and the timings of the day have changed. See [timetable](#) at bottom of this letter for timings, or the [letter sent out on 22nd May](#). If your children are returning to school, please make sure you talk to them about the changes so they are prepared for their return. The drop off and pick up routines, classrooms arrangements and staffing will be different, as will break and lunchtime routines.

Important reminders below:

Classes will be divided into groups of 15 and led by designated staff, either a teacher or teaching assistant. We have thought carefully about drop-off and pick-up arrangements in order to ensure social distancing is respected.

- You will need to drop your child off at the allocated gate for their year group bubble. They will be met by their bubble teacher and will be directed to stand at an allotted space inside of the gate. Please make sure that you are on time as the teacher will need to lead the children into school as a whole group, instructing them how to maintain a clear distance

between each other. Children arriving late will have to be held back and we would like to avoid this as much as possible to ensure that they have a smooth transition into school.

- Please do not walk in close contact with children and adults from other bubbles and if Year Six children are walking to and from school on their own, please remind them to remain socially distant from others.
- Only one person per household to accompany children to school and as travelling by public transport is discouraged and parking limited, we would encourage everyone to walk to school.
- Medication needs to be brought into school with your child if they are returning. Please print, complete and return this [form](#) to school along with the medicine.
- Children should wear their uniform to school.
- They will need to bring in their PE kit to leave in school.
- Please do not bring in school bags as storage is limited so the only daily items should be lunchboxes and a water bottle, which is essential as children will not be allowed to share the water fountain.
- We understand that Year Six children who walk to school independently may need to bring mobile phones. These can be carried in lunch-boxes or pockets and then stored, turned off, on tables.
- Please note: all members of staff will be involved in the staffing of our bubble groups, so therefore there will be periods of the day when our teachers are not on-line.
- Home-learning will continue for non-returning groups. Your teachers will be in communication with you next week to inform you of when they will be available on google classroom.

Thank you to all of our families for your continued support. We know how difficult these arrangements may be for you and we are so grateful to you all for working with us at this time. All of the Ellingham staff are looking forward to seeing our returning children next week. Being with the children is what we all love the most and even though the children are returning to a new kind of normal, we will do everything we can to make their experience enjoyable and reassuring.

Best wishes to you all,

Lisa Keogh



Timetable for first two weeks

Week 1	Monday 1 st	Tuesday 2 nd	Wednesday 3 rd	Thursday 4 th	Friday 5 th	Pick up/drop off	Things to bring
Year 6		9.00-1.30	9.00-3.00	9.00-3.00	PPA/deep cleaning	Ellingham Road Gates ONLY	<ul style="list-style-type: none"> • Uniform • PE kit • Lunch box Y1&6, KW; Reception week 2 only • Snacks • Water bottle • Sunscreen • Sunhats
Year 1			Grey-Thompson 8.45 – 1.30	O’Sullivan 8.45 – 1.30	PPA/deep cleaning	Harrow Close Gates ONLY	
Reception			Rabbit 8.45 – 12.00	Owl 8.45 – 12.00	PPA/deep cleaning	Harrow Close Gates ONLY	
Key Worker Nursery	8.30-11.30	8.30-11.30	8.30-11.30	8.30-11.30	8.30-11.30	Drop at Nursery door	
Key Worker	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	Either gate	
Week 2	Monday 8th	Tuesday 9th	Wednesday 10th	Thursday 11th	Friday 12th	Pick up/drop off	
Year 6	9.00-3.00	9.00-3.00	9.00-3.00	9.00-3.00	PPA/deep cleaning	Ellingham Road Gates ONLY	
Year 1	Grey-Thompson 8.45 – 3.05	Grey-Thompson 8.45 – 3.05	O’Sullivan 8.45 – 3.05	O’Sullivan 8.45 – 3.05	PPA/deep cleaning	Harrow Close Gates ONLY	
Reception	Rabbit 8.45 – 1.30	Rabbit 8.45 – 1.30	Owl 8.45 – 1.30	Owl 8.45 – 1.30	PPA/deep cleaning	Harrow Close Gates ONLY	
Key Worker Nursery	8.30-11.30	8.30-11.30	8.30-11.30	8.30-11.30	8.30-11.30	Drop at Nursery door	
Key Worker	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	8.30 or 9.10 2.30 or 3.15	Either gate	