



24 August 2020

Dear Parents,

**Welcome to the new academic year!**

Welcome back! I truly hope everyone had an enjoyable summer break and that your child is fit and ready for the new term.

As you are all aware, the start to this new academic year will be different to previous years. We will be having staggered start and finish times as well as staggered break and lunch times. The arrangements for the start of the new year will be as outlined in my last newsletter in July. They are as follows:

Year Group	Start time	Finish time	Drop off/	Pick up
Year 6	8.40	3.00	Gennel into Junior Yard	Main Gate on Derbyshire Lane
Year 5	8.40	2.45	Main Gate on Derbyshire Lane	Main Gate on Derbyshire Lane
Year 4	8.50	3.00	Main Gate on Derbyshire Lane	Main Gate on Derbyshire Lane
Year 3	9.00	3.15	Main Gate on Derbyshire Lane	Main Gate on Derbyshire Lane
Year 2	8.50	3.00	Side gate on Mundella Place	Main Gate on Derbyshire Lane
Year 1	8.40	2.45	Side gate on Mundella Place	Main Gate on Derbyshire Lane

**Foundation Stage**

First of all, a very warm welcome to all our new children who are starting with us! I am sorry we have not been able to have a proper transition programme to prepare you for school life but we are really looking forward to seeing you all!

For Foundation Stage parents, the arrangements for your child starting school are the same as I outlined in July for each different group. This means that morning sessions will start at 9.10am and afternoon sessions at 1.00pm. Afternoon sessions will finish at 3.15pm. You will be able to enter school via the main gate on Derbyshire Lane. When you bring your child to school in the morning, they will need to be dropped off at the entrance to their classroom. Several members of staff will be there to help your child but we will need you to say goodbye to them at the classroom door as we are not allowed to admit adults onto school premises at this moment in time. Your child will need to be collected via the side gate on Mundella Place.

## Reminders

In terms of the staggered start and finish times, I appreciate that some parents will have children in different year groups - for example - Y3 and Y5 and these year groups have different start and finish times. We want to try and make the arrangements as easy as possible for parents so we are asking you to decide which time is most convenient for you. So, if you have a child in Y3 and Y5 it is fine to use the Y5 times (i.e drop off at 8.40am and collect at 2.45pm) or the Y3 times (drop off at 9.00am and collect at 3.15pm.) Once you have decided which time is most convenient for you, please stick to it! To enable social distancing, we ask that only one adult comes into the school playground to collect your child. It is important that children arrive to school on time as we cannot have children from different bubbles mixing outside the office.

Punctuality and respect for residents on Mundella Place is going to be absolutely crucial if this plan is going to be successful. Please ensure you arrive at your designated time as it will be difficult to socially distance if we have year groups arriving early to their gate. **Please do not park on Mundella Place to drop or collect your child - if you can walk to school we are strongly encouraging this!** Attached with this letter is one from Sheffield City Council asking parents to **park 5 minutes walk away from school to decrease congestion.** We are discussing blocking access to Mundella Place with the Police and the council at specific times if parents/grandparents ignore our request to refrain from parking here.

If our plan is unsuccessful because children are late for school or because parking around school becomes an issue, we will have to stagger the start and finish times even more which is not something anyone wants to do. Please help us avoid having to do this!

Handwashing will be a regular feature throughout the day with all children asked to wash their hands at the start of the school day, before/after breaks and meal times and after they have been to the toilet. Hand sanitisers will also be in each classroom and children may be asked to use this. Effective social distancing within a classroom will not be possible because there will be 30 children in each class. However, by staggering start and finish times, as well as break and lunch times, we are minimising the contact adults and children will have with children in different year groups. This is in line with the guidance from the DFE and the advice we have received from the Local Authority.

If your child is absent from school please let us know as soon as possible. If your child is absent and we have not heard from you by 9.30am, a member of staff will contact you to clarify where your child is.

## School Uniform

We have taken the decision that we will have a non-uniform policy until October half-term. We want children to come to school in clean clothes every day and we believe it will be easier for you to provide clean clothes if uniform is not a concern. Some parents have asked if children can come in school uniform - of course they can! This is absolutely fine. It is important that your child comes in sensible clothes and shoes that will enable them to access indoor and outdoor PE lessons as children will not be getting changed for PE lessons at this moment in time.

It is our intention to return to school uniform after the October half-term break.

## Welcome to new members of staff

I would officially like to welcome new members of staff to Mundella. Miss Winfield will be teaching Y3 children and Mr Carter who will be a teaching assistant in Y4 with Mrs Clark and Miss Patterson. Finally, I would like to welcome Mrs Ulyett who will be a teaching assistant in Y2 with Mrs Callaghan and Mrs Stocks. I know they are all looking forward to teaching at the school and I am sure they will quickly settle in to Mundella. I hope you will make them feel welcome too.

## Work completed over the holidays

Lots of work has taken place throughout the holidays. Here is a list of some of the work that has been completed:

- The pond in the junior yard has been removed and the area has been re-surfaced. We are planning to put in a play area with gym equipment for the children to use later this year.
- The hedge in next to Foundation Stage and the Y1 classrooms has been cut back.

- Lots of interior decoration has taken place as well as a thorough cleaning of the school. Staff responsible for maintaining the school have done a wonderful job and I would like to thank them for their hard work throughout the summer.

### **Healthy snacks**

We would like to remind parents that we are a healthy school and any snacks sent to school should be fruit, breadsticks and non-processed cheese. We also only allow water for children to drink. I would like to thank parents in anticipation of your support with this.

### **Whole School Closure Days and Parents' Evenings**

Whole school closure days for staff training are: Tuesday 1 September, Friday 23 October, Friday 18 December, Monday 7 June 2021 and Wednesday 21 July 2021.

We have provisionally allocated Tuesday 10 and Thursday 12 November as parents' evenings. We will provide further updates on this nearer the time.

### **School dinners**

Taylor Shaw provide our school meals and they have confirmed this will go ahead as normal in September. We will be emailing you a menu later this week. If your child is in Reception, Y1 or Y2 they are entitled to a free school meal under the Universal Free School Meals programme. If your child is in Y3, Y4, Y5 and Y6 you will have to pay for their school dinners unless your child is entitled to Income Based Free School Meals.

If you think that you are entitled to income based free school meals for your child/ren please apply following this weblink <https://www.sheffield.gov.uk/home/schools-childcare/school-meals> or contact the school Office staff for a form. If you are currently registered for income based free school meals your child will continue to receive a free meal. They will also receive free milk.

Please note that the price of a school dinner from September 2020 will remain at £2.00 per day. We still have some outstanding dinner money from last year - please ensure your payments are up to date. We ask that you pay for meals in advance via ParentPay either online or at a PayPoint retail outlet, the nearest being the Mini Mart or Co-op on Derbyshire Lane. If you intend to pay for dinners using the PayPoint option you will need to take a letter from the school office with a barcode and present it along with your payment.

### **School Governors**

All schools have a Board of Governors who meet on a regular basis to ensure the school is run efficiently and that procedures and policies are followed. If parents have concerns about anything that happens at school and do not feel comfortable coming to me or other members of staff, then they can contact a Governor. They can do this via the email address: [governors@mundella.sheffield.sch.uk](mailto:governors@mundella.sheffield.sch.uk) or by leaving a letter or note at the school office. The Chair of Governors is Mr Paul Hirst and the vice chair is Mr Chris Stokes.

### **After school clubs and Music lessons from peripatetic teachers**

We want to ensure that children can return to school safely. This means that we will not be offering any after school clubs until after October half-term when the situation will be reviewed. We will review our approach to music lessons from peripatetic teachers once the children have returned to school for two weeks.

Yours sincerely,

William Smith