



Ellenbrook

COMMUNITY PRIMARY SCHOOL

Longwall Avenue, Ellenbrook, Worsley, Salford M28 7PS

Tel: 0161 799 6347 Email: ellenbrook.primaryschool@salford.gov.uk

Head Teacher: Mr. R Blackburn B.Ed PQSI

End of School Year Transition

Monday 29th June 2020

Dear Parents\Carers

As you will have seen from my WEDUC post on Friday, we have come up with an idea to have all the children back on site before the end of term.

As a result, the school will be closed on a daily basis to children in Reception & Year 6 from Friday 10th July 2020. Reception will have a transition day with their new teacher during the last week of term but that will be their final day in school before the summer holidays.

This will enable us to return the whole school on what would be the final week of term and for the children to see their new teachers for next year.

Class return days

The table below shows which year groups will return and on which days. At this stage we will not be able to welcome our new Nursery children but we are hopeful of doing that at the very beginning of next term

Year 6 will return to school as planned for their leavers BBQ on Thursday 16th July.

	Monday 13th July 2020	Tuesday 14th July 2020	Wednesday 15th July 2020	Thursday 16th July 2020	Friday 17th July 2020
Class	Year 1 Beech Year 1 Maple Year 5 Jets Year 5 Sharks	Reception Cedar Reception Pine	School closed to all year groups for weekly deep clean. (key workers in as normal)	Year 3 Discoverers Year 3 Voyagers Year 6 Rockets	Year 2 Elm Year 2 Oak Year 4 Amazons Year 4 Swallows
Teacher	Mrs Coggins Miss Bradley Miss Lynch Mrs Higgins (Mr Marks who will be covering	Mrs Podmore Mrs Penman (who will be covering Mrs Blinkhorn's maternity)	None	Miss Wilks Mrs Harrison Mrs McCarthy-Stott	Mrs Baird Mrs Chapman Miss Mottram Mrs Matthews



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	Miss Lynch's maternity)				
Key Workers in as usual with the same arrival and departure times.					

On that day, all of the children will follow the measures detailed in the risk assessment sent out to you earlier in the term. The children will be in groups of 15 and the staff will supervise them across the school day with half the class being with the teacher and half with the teaching assistant.

All of the class will have the opportunity to spend time as a larger group by having a session outside but due to the restrictions in place in our risk assessment, the teacher will not be able to swap between the two halves of the class.

We appreciate this is not ideal, but it will give the children the opportunity to return to school and spend some class with their classmates again as well as seeing their teacher for next year.

Arrival and Departure

We will use the current entrances for each of the year groups and the times and location are detailed in the table below.

Each class has a window of 10 minutes to arrive in. If you miss the window, your child will need to come to the office to be walked to class by a staff member. Please don't join the other class as this will only confuse matters.

Monday

	Arrival Time	Collection Time	Entrance
Year 1 Beech	8.30am – 8.40am	3.10pm – 3.20pm	Year 1 door (Follow current Reception one way system)
Year 1 Maple	8.40am – 8.50am	3.20pm – 3.30pm	Year 1 door (Follow current Reception one way system)
Year 5 Jets	8.50am – 9.00am	3.10pm – 3.20pm	Year 4 door (Current Year 6 entrance, enter school via staff car park)
Year 5 Sharks	9.00am – 9.10am	3.20pm – 3.30pm	Year 4 door (Current Year 6



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			entrance, enter school via staff car park)
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Tuesday

	Arrival Time	Collection Time	Entrance
Reception Cedar	8.30am – 8.40am	3.10pm – 3.20pm	Reception door (Follow current Reception one way system)
Reception Pine	8.40am – 8.50am	3.20pm – 3.30pm	Reception door (Follow current Reception one way system)

Thursday

	Arrival Time	Collection Time	Entrance
Year 3 Discoverers	8.30am – 8.40am	3.10pm – 3.20pm	Year 1 door (Follow current Reception one way system)
Year 3 Voyagers	8.40am – 8.50am	3.20pm – 3.30pm	Year 1 door (Follow current Reception one way system)
Year 6 Rockets	9.00am – 9.10am	3.20pm – 3.30pm	Year 4 door (Current Year 6 entrance, enter school via staff car park)

Friday

	Arrival Time	Collection Time	Entrance
Year 2 Elm	8.30am – 8.40am	3.10pm – 3.20pm	Year 1 door (Follow current Reception one way system)



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Year 2 Oak	8.40am – 8.50am	3.20pm – 3.30pm	Year 1 door (Follow current Reception one way system)
Year 4 Amazons	8.50am – 9.00am	3.10pm – 3.20pm	Year 4 door (Current Year 6 entrance, enter school via staff car park)
Year 4 Swallows	9.00am – 9.10am	3.20pm – 3.30pm	Year 4 door (Current Year 6 entrance, enter school via staff car park)

Key Workers

The situation for key worker children is slightly more complicated due to the rules on children not changing pods.

If you are a key worker and you would like your child to attend the transition day with their class they cannot attend any other days in the final week of term (13th-17th July). Once they leave their key worker pod they cannot return to it meaning they will only be able to attend school for one day in the last week.

I appreciate this will mean your child may miss out, but we have to follow our risk assessment and cannot cross pods in any way.

Lunch

At present, the majority of our kitchen staff are on furlough meaning we have reduced capacity for producing hot dinners. With this in mind, we have to strictly limit the number of school meals we can produce each day and also ensure priority for key worker children.

All children attending on their transition day will be offered a packed lunch produced by the kitchen. You will need to book this in advance, and this will be done via a survey which is coming out later this week.

We are happy for you to provide your child with their own packed lunch from home, but can we please ask that it comes in a bag that can be easily disposed of at the end of lunch. No fabric-based lunch bags please.

Bringing things to school

The children will not need any equipment for their day in school except a water bottle. Please do not send them with pencil cases, reading books, backpacks or anything else except water.

As mentioned above, if your child is bringing a packed lunch can we ask that it's in a bag that can be disposed of at the end of lunchtime.

The children will not need their PE kits for the transition day.



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The children will only need a water bottle on the day they come to school.

If you have any questions with any of these arrangements, please don't hesitate to contact us.

Many thanks

Roger Blackburn
Head Teacher

