



Chiddingly Primary School  
Muddles Green  
Chiddingly  
Lewes  
East Sussex  
BN8 6HN

Telephone: 01825 872307  
Email : office@chiddingly.e-sussex.sch.uk

Executive Headteacher: Mr James Procter  
Email : head@chiddingly.e-sussex.sch.uk

Friday 16<sup>th</sup> October 2020

Dear Chiddingly Families,

### Key Stage 'bubbles' and adaptations for Term 2

We are writing to update you on the adaptations we are making for Term 2 to continue safely allowing all of our children and staff to be in school.

Firstly, we would like to say how incredibly proud we are of all the children for the smooth transition they made back into school this year. They have shown how resilient and determined they are by continuing to be positive and enthusiastic in all their learning, despite the disruption to their education last academic year, and the changes they have faced this year. Thank you for all your support in getting the children back into their routines and for your patience with the extra precautions we have had to have in place for drop off and pick-up.

Since we reopened in June, there have been safety measures in place to ensure that different bubbles of children do not mix. This has meant that break times, lunch times, drop-offs and pick-ups have all been more difficult to logistically manage but have worked as a short-term solution. However, we are now in the position where these extra precautions need to be in place long-term. To ensure that all staff, families and other members of our community are kept as safe as possible, we will be making some changes to the organisation of the school day.

After the half-term break, we will be creating two new 'bubbles' of children. Children in Reception – Year 2 will become the 'Key Stage 1 bubble' and children in Years 3 – 6 will become the 'Key Stage 2 bubble'. This mirrors what is happening in larger schools where whole year groups are part of the same 'bubble' – e.g. in local three form-entry schools, Year 6 are in one 'bubble', totalling around 90 children; in Secondary schools, the year group 'bubbles' are up to 120 children. The new 'Key Stage bubbles' at Chiddingly will be less than 60 children in each. Reception – Year 4 also use the same toilets and, whilst every effort is made to ensure different 'bubbles' are not in there at the same time, some cross-over is inevitable. Creation of these new bubbles will mean that drop-offs and pick-ups become simpler and the children can once again play and socialise with those who are not necessarily in their classes. Having two 'bubbles' of children, instead of the current four, will make organising playtimes, lunchtimes and shared equipment much easier and we will once again be able to allow the children to use the shared areas of the school.

Any decision we take when organising the logistics of how our school runs is considered very carefully, with discussion with the staff and governors of our school, and the advantages and disadvantages deliberated. This decision does not come without its risks and we recognise that by having larger groups of children together, a positive test result could mean more children needing to self-isolate for two weeks. However, in discussions with the Local Authority (and local schools who have had positive cases) **this is not definite** and should a positive test result occur, we will work closely with the Department for Education and our local Health Protection Team to establish which groups may be affected. Our risk assessment has been updated and is on our website <https://chiddingly.pioneerfederation.co.uk/category/coronavirus-updates/> for your information. The children will only mix with those not in their classes outside on the playground and still sit separately in the lunch hall, with reminders to wash their hands regularly and keep their distance from those not in their 'bubble'.



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The new drop-off and pick-up arrangements are detailed below. Please note the pick-up time for Reception – Year 2 is now between 3:00 - 3.15pm. Key stage 2 is from 3.15pm. Please be strict with these timings to ensure the safety of all families and staff. Please be careful to remain 1m+ away from any other parents and staff as much as possible, particularly whilst waiting to drop off or pick up your child.

#### Drop-off: between 8:40am – 8:50am

Government guidance: <i>Schools should consider staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave school. Staggered start and finish times should not reduce the amount of overall teaching time.</i>	
<b>Oak</b>	Through the road gate (to the left) straight up and round, in through the covered outside area.
<b>Beech</b>	Through the road gate and through the gate (to the right) into the Y1/2 outside area, into the classroom.
<b>Willow</b>	Through the main car park gate and through the school reception door.
<b>Sycamore</b>	Through the Rainbow Room gate (in the grass car park) through the playground to the Sycamore building.

There will be a member of staff on each of the entrances ensuring that the children apply hand sanitiser before coming into their classrooms.

#### Pick-up: From 3:00pm (KS1) or 3:15pm (KS2)

Government guidance: <i>Schools should consider staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave school. Staggered start and finish times should not reduce the amount of overall teaching time.</i>	
<b>Oak</b>	Pick up <b>from</b> 3:00pm from the road gate.
<b>Beech</b>	Pick up <b>from</b> 3:00pm from the road gate.
<b>Willow</b>	Pick up <b>from</b> 3:15pm from the main car park gate.
<b>Sycamore</b>	Pick up <b>from</b> 3:15pm from the Rainbow Room gate.

Again, thank you for your patience and support whilst we continue to adapt to the ever-changing circumstances and guidance.

#### Google Classroom – Login details and ‘How-to’ guide.

Please find below your child’s individual login for Google Classroom in the event that a ‘bubble’ or the whole school needs to revert to remote learning. Please refer to our previous letter <https://chiddingly.pioneerfederation.co.uk/category/coronavirus-updates/> for details on our Remote Learning Policy, and how we will ensure the children’s education is continued online.

All children have an individual login, which will give them access to their own class. Their logins are their first names, followed by the first initial of their last name, ending with @chiddingly.school – for example: a child named John Smith, his email would be [johns@chiddingly.school](mailto:johns@chiddingly.school)

Attached to this letter is also a Parents’ Guide on how to login to Google Classrooms and the main areas you will need to help your child navigate. Key Stage Two children will have had a lesson with their teacher using Google Classroom so may be more familiar with it and have more independence.



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Your child's login details:

Email login:

Password:

Please ensure you keep this letter and login details in a safe place until needed.

We recommend that you try to login using these details and begin to familiarise yourself with the layout whilst we are still all in school to enable any teething problems to be ironed out.

Please do not hesitate to contact your child's class teacher if you have any problems.

Thank you for your continued support,

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alan Brundle'.

**Mr A Brundle**  
Chair of Governors

A handwritten signature in black ink, appearing to read 'J Procter'.

**Mr J Procter**  
Executive Headteacher

A handwritten signature in black ink, appearing to read 'K Vile'.

**Mrs K Vile**  
Head of School