



3 December 2021

Dear Parent or Carer,

### **Changes to Covid Arrangements**

Following recent changes to government guidance, and information from Public Health and our health and safety adviser, we are taking the following additional measures:

- School Office – the office is only open for essential matters, such as signing-in medication or collecting ill children. For all other matters please telephone or email us.
- Visitors – we now only permit essential visitors into the building. All visitors must be able to evidence a negative lateral flow test result from the morning of their visit, and must wear a face covering.
- Handwashing/sanitisation – we continue to build in time for additional handwashing. In addition, we ask children to sanitise regularly within the day.
- Face coverings – unless exempt, staff and essential visitors are required to wear face coverings in communal areas and in confined spaces. We also encourage the wearing of face coverings by parents when collecting pupils.
- Ventilation – we continue to ventilate the building and now have CO2 monitors to check when more ventilation is required. If your child has said that he/she feels cold in school, they may wear 'skins' under their uniform or bring an additional jumper.
- Cleaning – we undertake additional cleaning during the day.
- Bubbles – we have been advised that it is not necessary to return to bubbles at this time. We are however avoiding whole school events and activities, working mainly in classes, year groups or phases.

Please remember not to come to the school site if you display any coronavirus symptoms or have been told to isolate by NHS Test and Trace.

### **Christmas Events**

I have really enjoyed seeing pupils' growing excitement as we build up to Christmas festivities. Classrooms are decorated and pupils have been busy preparing for a range of events:

- Nursery/Reception Nativity
- Key Stage 1 Performance
- Key Stage 2 Carol Service

We are recording these over the next week and will share links to the final videos by the last Wednesday of term via Tapestry (for Nursery and Reception) and SeeSaw for other year groups.

## **Staffing**

At the end of term, we say goodbye to Miss Linklater after several years at Sandringham. I would like to thank her for her contribution to our team and we all wish her the best of luck for the future.

In her place, we welcome Mrs Waterland, who will be teaching Giraffe Class for the remainder of the year. Mrs Waterland joins us from another academy within our Trust. She is familiar with many of the approaches we use and has previously taught Year 1. Mrs Waterland has already begun to work with the Year 1 team and will be visiting pupils before the end of term.

In the new term we also welcome two new teaching assistants, Mrs Stoppard and Mr Sandiford. Mrs Stoppard will be based in Early Years/Key Stage 1 and Mr Sandiford will be working in Key Stage 2.

## **School Uniform and PE Kit**

Please ensure that your child attends school wearing uniform and that all items of uniform are clearly named. We allow pupils to wear a range of options linked to our school colours and traditional uniform. We encourage families to adapt uniform to take account of their cultural backgrounds or religion. Uniform includes:

- black sensible shoes (no high heels, slip-ons or sandals, but these can include plain black Velcro trainers)
- navy blue sweatshirt or cardigan (logo optional)
- navy/grey/black skirt or trousers
- grey pinafore or blue gingham dress
- white shirt or blouse
- navy tie (optional)
- white polo shirt (logo optional)
- waterproof jacket and sunhat (warmer weather)
- warm coat, hat and gloves (winter)

## PE Kit

On PE days, pupils in Years 1 to 6 should arrive at school dressed in their PE kit, although they may also wear their school sweatshirt. Our school PE kit includes:

- plain white t-shirt (no logos)
- navy blue shorts (no logos)
- trainers
- blue leggings or tracksuit bottoms (for outdoor PE)
- navy blue tracksuit top (for outdoor PE)

Thank you to parents for supporting this policy so that pupils maintain standards of appearance while at school.

## Hairstyles, etc

All hairstyles should be appropriate for school. Any hair which is shoulder length or longer should be tied back at all times and any hair accessories be reasonably sized, and be navy blue, white or black. Make-up, false eyelashes, nail varnish and nail extensions are not permitted.

## Jewellery

With the exception of plain stud earrings (no more than one per ear), jewellery should not usually be worn in school. We will adapt our policy on religious grounds, but ask that we are made aware of any requests in advance of jewellery being worn so that we can communicate variations to staff. All jewellery should usually be removed for PE lessons. Where earrings cannot be removed, parents/carers should provide plasters to cover them.

## **Term Dates**

- Friday 10 December – Christmas/Favourite Jumper Day
- Friday 17 December – Last Day of Term
- Wednesday 5 January – Pupils return to school (school is closed on Tuesday 4 January for staff training)

If you have any questions or queries about the above, please do not hesitate to contact the main office.

Yours sincerely,

Mr C Metcalfe

Principal