



Llangewydd Junior School

Headteacher: Mr N. Clode; Deputy Headteacher: Mrs L Evans; Assistant Headteacher: Mr D Evans;
ALNCo. : Mrs T Porter; Senior Leadership Team: Mrs J Davies & Mrs W Mitchell

June 18th, 2020

Annwyl Rieni/Gwarchodwyr,
Dear Parents/Carers

PUPILS ATTENDING HUB PROVISION AT OUR SCHOOL NEXT WEEK

Context

This letter refers to the opening of the hub provision at our school from Monday, June 22nd. This provision at our school (and across Wales) is for the children of key workers and for vulnerable pupils. **You must be authorised to use this provision and you will be asked to show this authorisation if your child's name is not on the list provided to our school.** Previously 'hub pupils' from our school have attended Maes Yr Haul Primary School, but are not eligible to do so after June 19th.

The information below can be found on our website (also sent to 'The Parent App'):

- Letter from the LA re schools reopening 17062020 – this dealt with information around expectations of parents re pupils returning
- Letter from the LA re pupils returning to school 12062020 – this dealt with the Bridgend approach to reopening schools
- Joint communication with parents 11062020 – letter from LJS/CGI/BI about our aligned approach

Things you, as parents and carers, need to know about the hub at our school

- Our hub will be situated in the year 3/4 block of our school.
- The only entrance that you will be able to use to access the hub, is the Llangewydd Road entrance. No entrances to our school on Heol Y Frenhines will be open next week at any time.
- It is our intention that **for the duration of the hub**, only 'hub pupils' will enter the school via the Llangewydd Road entrance. The pedestrian pathway is narrow and not ideal for the purposes of social distancing. Signage will be evident at the entrance to the pedestrian access and along the pathway – you must take account of this and use the informal 'passing places' available and avoid meeting others 'head-on' by anticipating users of the pathway.
- You must not drive onto our site.
- The local authority have informed us that all pupils attending the hub will be provided with a hot meal, free of charge. There will be no breakfast or tea provided. Only pupils accessing hot meals will eat in the dining hall, other pupils will usually eat at their desks, or outside, if the weather allows. Any other food for the day should be contained within lunchboxes. All packaging and uneaten food must return home with pupils.

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www.llangewydd.co.uk



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- Classrooms will be cleaned throughout the day.
- The opening time of the hub is 8.30am to 4.30pm. Many pupils however are given 'slots' on certain days from 10am to 3pm.
- The water fountain will not be available. There will be some bottled water available but the best solution is for you to provide your child with a full water bottle which they can refill during the day. Please label the bottle with your child's name.
- Pupils should wear washable items, which may be school uniform.
- As parents and carers, with ultimate responsibility for your children, **you must be contactable at all times**. If you are uncertain whether we have the correct details for you, please contact Ms Jury. If we feel that a pupil is symptomatic of Covid-19 or even possibly symptomatic, we will seek to ensure that that they be collected from school immediately.
- Parents and carers are not allowed onto school premises (past the drop off point for the hub, which is outside our reception area door) unless specifically asked to do so by Mr Clode. Parents must not congregate at the entrance to the school.
- If any person takes unauthorised photographs or video of the school during normal school hours or at the start or the end of the school day, we will take legal action against that individual (s) through our solicitors, 'Capital Law'.
- Please inform anyone that may ordinarily use our school as a thoroughfare from Heol Y Frenhines to Llangewydd Road, that this will no longer be allowed.
- Any queries, questions or issues pertaining to the school should be emailed to admin.llangewydd@bridgend.gov.uk

The hub day

- We have 'capped' our hub at 32 pupils (maximum capacity on any one day). Please only use this facility in the absence of all other alternatives. With the imminent reopening of schools, it may be that families who are desperate to use this provision cannot do so, yet the provision continues to be used by families where there are three adults in the household. Please consider, just because you may qualify to send your child to our hub, is it absolutely necessary?
- We have worked closely with Cefn Glas Infants and with Bryntirion Infants to ensure that every effort is made to accommodate siblings in the three schools on the same days. This is not a guarantee but hopefully the needs of most families will be met.
- You are likely to be familiar with the registration process. Prior to your child being accepted into school we will ask questions to screen for Covid-19. Your child will then be immediately told to wash their hands in the toilet which should be their allocated toilet for all their visits to our hub.
- Upon arrival, your child will then be allocated to one of four classrooms and is likely to remain in that classroom for all of their hub sessions. These classrooms will be their hub 'Bubble'. Pupils will have breaks and eat lunch in their respective Bubbles. Our approach is designed to fully support the 'Track and Trace' operation.



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- We intend to undertake some work on Google Classroom each day. We also hope to use our wonderful outdoors, as and when we can.
- When you come to collect your child, you should ring the buzzer at the front entrance of the school and Ms Jury will call up to the hub for your child to be told of your arrival. Only one family is allowed into this area at any time. If you arrive and someone is at the front door, please wait behind the coned lines until they have been seen and have left that area.

Other Information

- The school has completed detailed risk assessments which have been shared with the Local Authority, our staff and our governing body. The school is also fully aware and compliant with the available guidance from Welsh Government.
- While hand sanitizer will be available, our preferred method of keeping children's hands clean is through regular washing.
- Children will be made to wash hands regularly and pupils will go to the toilet separately.
- Stationery will be provided and pupils should not share equipment
- Floors will be clearly marked detailing the direction of flow of individuals throughout the school. Also there will be many areas (such as doorways) which will have striped tape to indicate 'no waiting' in these areas.
- We have even higher expectations around behaviour at this time. We will use provisions included in 'All Wales Guidance' to remove pupils from our school who pose a health and safety risk to any other members of our school community.
- Pupils' work in books will not be marked until we are advised it is safe to do so.
- The use of Personal Protective Equipment (PPE) will be limited to instances of intimate care or exceptional circumstances. The Local Authority has provided this.
- Welsh Government guidance stipulates: *'in primary schools, we recognise that it is not practicable to expect learners to maintain consistent social distancing of two metres. Staff should however seek to ensure some distancing between learners... '*

On behalf of all of our staff, I wish to say that welcoming our hub pupils back to their 'home' school next week is something we are all very much looking forward to.

Kindest Regards,

Neil Clode