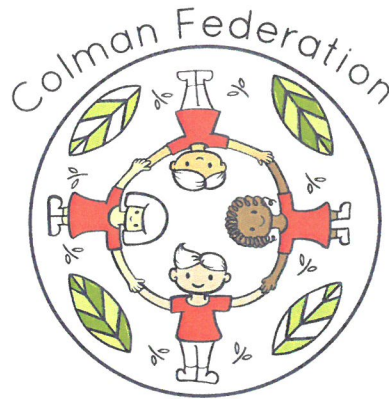


Colman Junior School  
South Park Avenue  
Norwich NR4 7AU



Colman Infant School  
Colman Road  
Norwich NR4 7AW

Mrs Julie Sandford  
Headteacher

14<sup>th</sup> January 2022

Dear Parents and Carers

### **COVID-19 ARRANGEMENTS FOR COLMAN JUNIOR SCHOOL FROM MONDAY 17<sup>th</sup> JANUARY 2022**

Due to the current high rates of staff absence because of Covid and in the interests of keeping everyone safe and the school open, we will be returning to year group bubbles from tomorrow. As you may be aware, we have had to close one of our Year 4 classes this week and we are hoping to prevent this happening again.

#### **Groupings/Bubbles**

Children will be arranged in year group bubbles as before. This will mean that they can interact with members of their year group only.

#### **Start of the School Day**

There will be a staggered start to the school day again:

- Year 3 and Year 5 children should arrive in school between 8.35am and 8.45am.
- Year 4 and Year 6 children should arrive in school between 8.50am and 9.00am.

It is really important that you are punctual at the start and end of the school day. Children in Years 3 and 5 who arrive later than their allocated time will be asked to wait outside until the other year group has moved through the entrance and common spaces.

#### **End of the School Day**

Again there will be a staggered end to the school day:

- Year 3 and Year 5 children will leave school at 3.10pm.
- Year 4 and Year 6 children will leave school at 3.25pm.

We realise that you may have children in different year groups and/or in other schools and that this might be challenging. We will wait with your child until you are able to collect them.

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### **Lunches**

Hot dinners will continue but will be staggered to keep each year group bubble intact. Children will eat their lunches in their classrooms. School water fountains are still switched off and your child will need to have access to their own named water bottle every day.

### **Face Masks and Hand Hygiene**

Face masks should not be worn by children in accordance with government guidance. Staff will be wearing face masks when moving through the school and in communal areas unless they are exempt from doing so. The importance of hand hygiene will continue to be promoted in school and hand sanitiser will be offered frequently.

It is likely that we will remain operating in bubbles until February half-term as a preventative measure. We appreciate that this will be challenging for many of us but is an important step in order to keep people safe and the school fully open.

With best wishes

A handwritten signature in black ink, appearing to read 'Julie Sandford', with a stylized flourish at the end.

Julie Sandford  
Executive Headteacher  
Colman Federation