



Oakfields
Montessori School

Back to school

Our plans for the September return



COGNITA

MESSAGE FROM THE HEAD

Dear Parents

Well, what a term! How I have wished for a crystal ball these last few months. We have made many plans as the guidance has changed several times, often in the space of a day or two. We have guessed, second-guessed and then guessed again what the government guidance would be and how it would impact our school community. I do hope that one thing has been constant during this period however: our unwavering dedication to do the very best for our children.

I was so pleased that the efforts made to re-open school safely for the selected year groups have been recognised by you. In the recent survey 96.4% of you agreed that both you as a family and your child benefited from going back to school, and 93% agreed that that the return to school process was well managed by Oakfields. Some of your lovely comments are included at the back of this document. Thank you also for the ideas and requests some of you made as we turn our attention to September.

We do not know for certain what September will bring but we have made plans based on a number of scenarios and have closely followed the evolving government advice. By imagining and then planning for the different possible scenarios we will be faced with in September, I believe we are now ready to leap into the new academic year with confidence and vigor.

My overall reflection from this time is as a school we want to take forward the best bits from what has been a really difficult time. These include:

- how the staff adapted to online learning,
- how we embraced technology,
- how the children coped with uncertainty and change,
- how we built on our existing relationships with you, our parent body, and wider community.

With that context in mind, I am excited to share with you some exciting new initiatives, as part of the Cognita family of schools, later on in this booklet. These initiatives will capitalise on what we have learned over the last few months, take our educational and wellbeing provision for your child to the next level, and prepare us should a second wave require a localised lockdown.

Thank you once again for your support of the school this Summer Term, and for your encouragement and feedback. I wish you all a happy and safe summer and look forward to an exciting new academic year.

As ever, please let me know if you have any questions.

Kind regards



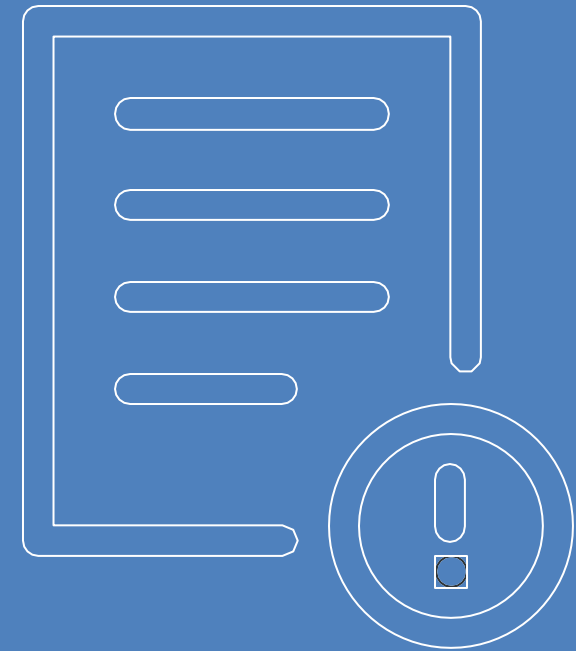
Mrs Carroll
Headteacher



Oakfields
Montessori School

HIGHLIGHTS FOR NEXT YEAR

1. Back to normal – this means welcoming back all year groups, within the government guidelines.
2. Catch up – curriculum/timetables will be rewritten with revision included to ensure continued progress.
3. Wellbeing - a focus on both students and staff to help them emotionally process the lockdown experience.
4. Safety – risk mitigation to include enhanced cleaning and hygiene measures with new procedures for confirmed cases and outbreaks.
5. Class reorganisation – all double year groups to be mixed to ensure a balance between the classes.
6. Cognita Connect - the exciting new app and web portal for our school. Cognita Connect is to improve communication between us at school and you at home, in a digital format that is easy to use. Please look out for further communication.

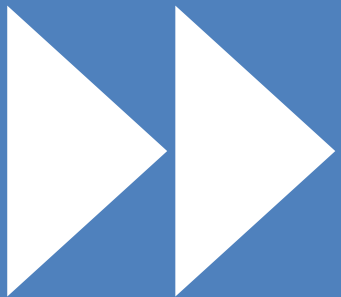


HOW WILL IT WORK?

We have done a large amount of scenario planning and we're confident we can welcome our children back safely.

The latest government guidelines have significantly reduced the need for social distancing and as a result schools will be encouraged to return to a broad and balanced curriculum.

This is great news and to the right is a summary of what we know now. This is, of course, conditional on the continued downward trend of the infection rate.



GUIDANCE SUMMARY

Based on the government guidance released on 2 July this is what we are basing our planning on:

- For Primary schools the bubble concept will be increased from a maximum of 15 to 30.
- This will enable us to deliver PE, Music and MFL. Specialist teachers will be able to move between classes provided they maintain social distancing.
- Some of the features from this term may need to remain such as staggered timings and one-way systems, as will a focus on hygiene and cleaning.
- School services such as catering can return to relative normality with some adaptations to mitigate viral spread.
- Track and trace in schools will be a focus.

Classes

Class name	Class Teacher
Nursery	Mrs Murphy
Pre-preparatory Stubbs	Mrs Caffull
Pre-preparatory Holmes	Mrs Marshall
1W	Mrs Williams
1N	Miss Nunn
2I	Mr Islam
2S	Miss Shepherd
3J	Miss Jeer
4G	Miss Gowing
5S	Miss Sohal
6W	Mrs Wells
6M	Miss McGuire

Due to GDPR, double year groups will be informed via email by the end of the week who is their new class teacher.

Your teacher will be sending you a welcome video during the month of August.

NEW INITIATIVES FOR NEXT YEAR

As part of our drive to ensure that all students have an uninterrupted educational experience with us, we are giving every student in Year 3 and above their own touchscreen laptop.

Personal devices open the door to combining online study with face-to-face teaching and learning so the best of each is adopted. It can transform many areas of the education process: student agency and digital portfolios (how can I best showcase my learning?); collaboration (how can I develop my interpersonal skills when working with others in class and around the world); assessment and feedback (how can I learn from immediate and meaningful feedback?)

On a more practical level we need to ensure students are prepared should there be a need for remote learning next academic year; for example, due to a second peak of Coronavirus or the need to self-isolate. In addition, there may be a new scenario next year, with teachers self-isolating at home and delivering lessons remotely to students in classrooms. We need students to be on a level playing field and have access to a dedicated, suitable, safe and reliable device that can enrich their learning experience.



NEW INITIATIVES FOR NEXT YEAR

1-2-1 Devices – How it will work

- The school will fund this in the next school year. The cost will be added to school fees from 2021/22 onwards for the year groups who have these devices
- It will work out at approx. £4 per week from 2021/22 onwards – we are able to get such a low cost because we have negotiated at scale for all the European schools in the Cognita family
- This device will be dedicated to school work at home and in the classroom
- It will be set up with software to make it age appropriate and safe, allowing support to be offered remotely, and ensuring all the required educational applications are included
- Devices will be insured so lost or broken devices are replaced quickly, and schools will have spares
- Investment in our infrastructure will be made over the summer and year ahead
- Teachers and students will have access to training and support materials to help them get the most benefit from the device and how it can contribute to a blended education
- Devices will be rolled out from September – more details to follow on the exact timings
- The device we have chosen is a HP X360 because:
 - It's a 2-in-1 Laptop/Tablet; Flip and fold with 360° hinge
 - It's durable –it passed 19 US Military Spec durability and reliability tests
 - It has fast charging – 50% in 30 minutes
 - It has long battery life –10-14 hours for typical usage
 - It has dual web cams (screen cam plus keyboard cam for taking videos in tablet mode)
 - It has a full keyboard
 - It has a 13.3" Touchscreen: students can use their finger or a HP PRO Pen to digitally write



NEW INITIATIVES FOR NEXT YEAR

During the lockdown period we also took action to develop a number of other initiatives which have enabled us to lead the way in online learning and teaching and we intend to build on this next year.



- **Masterclasses** - our teachers have benefited from working with global experts on how to build curriculums that offer a **blended educational experience** and how we can approach **assessment** of student's progress in new ways
- **Partnerships** - with innovative learning platforms that use artificial intelligence to create adaptive and personalised learning paths for students – more 'books' on our shared 'virtual bookshelf'
- **Wellbeing monitoring** – we introduced/will introduce **AS (Affective Social) Tracking**, an adolescent mental health tracking tool that enables schools to identify pupils' hidden risks early. This equips teachers with targeted action plans to reduce pupil mental health and wellbeing risks and is part of our global commitment to putting mental health and wellbeing at the centre of a well-balanced education.
- **Collecting the best content from our global family** - as a Group we are developing an online platform which will host bespoke content curated from our expert educationalists from across our 80 schools. It's early days for this exciting project so more to follow soon.



Will there still be a fee freeze for next year?

Yes. Given the exceptional circumstances, the economic situation and the value we place on our relationship with our parent cohort the usual annual percentage increase for this coming year will not be applied.

What about infection control?

Our school will be deep cleaned through the summer and we will continue with our robust enhanced and intermittent cleaning regime next year. We will continue working closely with our cleaning staff to ensure every possible risk mitigation is taken.

We are also reviewing our infection control procedures over the Summer to allow us to track confirmed or suspected cases and communicate with parents in the smoothest way possible.

Additional Hygiene Controls

- Hand-sanitizing stations available
- Timetabled handwashing

What about local lockdowns?

We are planning in detail what happens if the school needs to temporarily close in the case of an outbreak or localised lockdown. If the call comes we can respond quickly, following a pre-agreed plan. Learning will continue through Microsoft teams.

Are breakfast & afterschool clubs returning?

In order to understand the uptake of this service, a survey will be sent out in due course. Please note, from September, we will be implementing a booking system, and payment for this service will be via our new payment system Cognita Connect.

What uniform will my child wear in September?

- Full school summer uniform with blazer
- Full school PE kit to be worn on PE days

Will catering service return ?

In order to ensure we remain within the guidelines; we will be offering a combination of classroom and counter-based service.

Where will my child eat their lunch until October half-term?

EYFS – Will continue with hot boxes in their classrooms.

KS1 and KS2 – Weather permitting, they will be eating outside, in the courtyard area.

At least one week, they will have a hot-box delivered to their classroom.

Can parents come into the school building

Unfortunately, we are unable to allow visitors on the school site, whilst the school is in session. If you need to contact the school, you can:

Call the school office:

01708 220 117

Email the school office:

office@oakfieldsschool.co.uk



Are sports returning?

We are awaiting the latest guidance in reference to sporting activities and we will work through these over the summer.

Are trips returning?

Domestic trips are returning but residentials are not permitted. We have no planned trips taking place in Autumn Term, and therefore this will be omitted from your invoice.

Are extra-curricular clubs returning?

We will plan to resume extra-curricular clubs after October half-term. Further communication on this will be sent in due course.

Will swimming take place in September?

There will be no swimming lessons in the autumn term.

When will my child receive their timetable?

Towards the end of August as we are expecting further guidance around 11th August.

Will my child receive a communication diary?

We will be using teams as an online communication diary. Homework will also be uploaded onto teams.

Will my 1:2:1 music lessons start back at school?

- Drums, Guitar, Violin & Piano lessons will resume back at school, within the socially distance guidelines
- Do to government guidelines, flute and clarinet will continue to be undertaken online. Your music teacher will get in touch with you to schedule a suitable time..

Will whole-school assemblies, events & concerts return?

No. In line with Government guidance whole school assemblies, concerts and events will not resume in September. Choirs and singing in groups will not be possible when we return. We will monitor updates and plan to resume these when guidance allows.

How will parents' evenings be managed?

Our first planned Parents' Evening will be scheduled in October. This will be managed Via TEAMS with more details to follow nearer the time.

What do I need to do at the start of the day?

If you or your child shows symptoms of Coronavirus, you should keep your child at home and notify the school of absence **via email office@oakfieldsschool.co.uk** Please put 'Absence' followed by your child's full name and class in the title of the email.

Key Stage	Bubble	Year Group	Teacher	Drop-off Time	Collection Time	Pickup-Drop Off Zone
Early Years	1	Kinder	Mrs Murphy	8:55 - 9:05	15:10 - 15:20	Swimming Pool Gate
	2	Rec 1	Miss Marshall	8:55 - 09:05	15:10 - 15:20	Courtyard
	3	Rec 2	Miss Caffull	8:55 - 09:05	15:10 - 15:20	Entrance next to main school office
Key Stage 1	4	Year 1	Miss Nunn	08:40 - 8:50	14:55 - 15:05	Courtyard
		Year 1	Miss Williams	08:40 - 8:50	14:55 - 15:05	Entrance next to main school office
	5	Year 2	Miss Shepherd	08:40 - 8:50	14:55 - 15:05	Main school office
		Year 2	Mr Islam	08:40 - 8:50	14:55 - 15:05	Main school office
Key Stage 2	6	Year 3	Miss Jeer	08:20 - 8:35	15:25 - 15:35	Main school office
	7	Year 4	Miss Gowing	08:20 - 8:35	15:25 - 15:35	Courtyard
	8	Year 5	Miss Sohal	08:20 - 8:35	15:25 - 15:35	Main school office
	9	Year 6	Miss Wills	08:20 - 8:35	15:25 - 15:35	Courtyard
		Year 6	Miss McGuire	08:20 - 8:35	15:25 - 15:35	Courtyard

Please arrive promptly for your start and end times.

Just a reminder that staff will not be able to open car doors in September.

Parents will not be able to park up but will remain in their car at all times. You will need to drive round to your child's entrance point to drop off or pick up.

THANK YOU FOR THE POSITIVE FEEDBACK

- I am extremely impressed with the quality of learning being provided. All the teaching staff are very attentive and supportive of the children's learning needs and wellbeing. It is evident that a huge amount of effort has been put in to providing the best possible learning under these very difficult circumstances and I am very grateful for that. My comments are reflective of both my children.
- Thank you for responsiveness shown to date. You are doing an amazing job in the circumstances.
- I must commend the entire team at Oakfields as I have been impressed with the quality of the online learning and the engagement and response of the teaching staff to the children. ... loves getting her feedback immediately. What you have managed in the face of unprecedented time is very remarkable.
- The teaching has been fantastic. The teacher has been great at getting the children engaged. I feel it is working very well.



Flexibility

This is all subject to change and any necessary updates will be sent following the DfE August guidance.