



Trinity Fields School and Resource Centre  
Caerphilly Road  
Ystrad Mynach  
Hengoed  
CF82 7XW



School No: 01443 866000

July 17<sup>th</sup> 2020

Dear Parents/Carers,

As the end of the summer term is fast approaching I wanted to update you with information about how the full re-opening of Trinity Fields will be planned to ensure all pupils and staff are kept safe.

**Keeping everyone safe and healthy:** since March we have introduced many new features to keep pupils and staff safe and healthy. These have included: staggered drop off and collection times, a one way system around the building, signage reminding everyone of social distancing, enhanced cleaning procedures, regular handwashing etc. Further details will be found in our new **Parents/Carers' Guide: COVID-19 School Plan which is available on the school website.**

All pupils and staff will need to ensure that their hands are washed regularly with soap and water for at least 20 seconds; **we would appreciate if you could continue to practise this with your child at home.** Handwashing will take place in line with WG guidance.

**Arrangements for the full re-opening of school:** between the 1<sup>st</sup> and 11<sup>th</sup> of September we will gradually bring pupils back into school; our initial priority will be those children who are new to school, followed by classes in the Foundation Phase, then the School Curriculum Phase and finally pupils in the 14-19 Learning Pathways classes. **Your child's class teacher will let you know the date/times.**

**Classes:** I know that many of you are keen to know what class your child will be in, along with the names of staff. By now most of you should have heard from your child's class teacher about the class arrangements for September. **In the main we have kept children and staff the same wherever possible.**

**School dinners:** There will be **NO** school dinners available throughout September. All pupils will be expected to bring their own lunch, snacks and drinks. Pupils who receive free school meals will continue to have the delivery to their homes, so that pupils can have a hot meal in the evening. The provision of school dinners will be reviewed in partnership with the local authority.

**School uniform:** There will be no expectation that school uniform is worn. Pupils should wear something that is comfortable and **easily washed.** Again in line with latest guidance **your child's clothes should be washed every day.**

**Pupil's health:** if your child is due to attend a session at school and they are unwell then they **MUST NOT** attend their allocated session. Similarly if your child becomes unwell during the day then you **MUST be able to collect** them as soon as possible to ensure other pupils and staff are kept safe.

If any child or member of staff shows any COVID-19 symptoms they should self-isolate and **book a test immediately.**

**Use of resources and PPE:** certain areas of the school will not be used by pupils at this time; these include light/dark rooms, hydrotherapy pool, sand/water play etc. The handling of objects and



resources will be minimized as far as possible. If the weather is good “class bubbles” will use our outside spaces for activities.

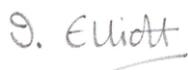
Staff at specific times (attending to pupils’ personal hygiene needs, feeding time etc.) might be wearing PPE in line with the current guidance. The use of PPE is constantly being reviewed by the Welsh Government and Public Health Wales and our plans and procedures will be updated in line with the guidance.

**Further information:** about our procedures for reopening the school in line with current guidance can be found in our **Parents/Carers’ Guide: COVID-19 School Plan.**

I realise that there is a lot of information in this letter. I know that this period of lockdown has not been easy for anyone. In my 20+ years of being a headteacher I have never experienced anything like this before. Your support and kind words over the past couple of months has been very much appreciated.

Many thanks for your continued support and patience at this very challenging time. Please take care and stay safe.

Yours sincerely,



**Ian Elliott MBE**  
**Headteacher**

*Learning together in a changing world, creating success for all*

Developing all pupils as ambitious, enterprising, ethical and healthy learners.

