

17 June 2020

Transition Programme from 29 June to 10 July

Dear Parents and Carers,

We are writing with more details of our plans for a Transition Programme, following the Welsh Government's proposal that schools partially re-open for onsite learning from 29 June. They have proposed a phased return with much smaller classes, and year groups having staggered attendance starts, lessons and breaks.

We will be providing part-time, in-building provision for Kindergarten and all Classes from the week starting 29 June up to end of term on 10 July. A combination of different classes will attend on different days (as detailed overleaf) to ensure social distancing and hygiene, both in the classrooms and around the School.

Education has not stopped for our pupils, but has continued in our online 'Beyond the Classroom' programme, and we want to make sure that the Transition Programme maintains the structure and momentum of our online programme, and weaves it into a cohesive, blended experience between the classroom and home. This will ensure learning and support continues for pupils on the days they are not timetabled in the building, and also for pupils who, for whatever reason, are unable to attend at School.

The starting point of the in-building Transition Programme is the wellbeing of our children and young people, helping them ease out of lockdown with self-confidence and emotional resilience. Consideration was given to not returning until September, as many other independent schools are doing, however this would have meant that pupils would not have touched base with the School, their classmates and teachers for almost 6 months. In balance, we feel that there are many benefits to a short return before the summer break, providing pupils with time with friends, a sense of routine and a chance to connect with their teachers - this was echoed in many of your responses to the parents survey.

We recognise that returning may cause anxiety for some pupils and parents, and that some may find the disruption of partial in-building return a challenge. Our children and young people will also have experienced the disruption of routine and school structure and the impacts of long periods at home which may have been difficult.

Teachers will take a careful approach, focusing on creating a safe, secure and welcoming environment, supporting relationships, and facilitating communication and conversations that allow pupils to discuss their concerns in an age appropriate way. Teachers will provide wellbeing and learning activities appropriate to each group. For many pupils, simply engaging in meaningful learning experiences alongside their classmates, will support their well-being; helping them to feel a sense of purpose, progression, structure and enjoyment.

In-school Timetable

Classes/Groups will be attending as follows.

Kindergarten have been split into three groups, and Class 4/5 have been split into two groups due to the Government requirements for social distancing. Parents will be contacted individually to let them know which group their children are in.

	Mon	Tues	Weds	Thur	Fri		
			<i>Deep clean Wed and Sat</i>				
KG 1 (Ladybird)	In Kindergarten 9.15-1.15			Beyond the Classroom			
KG 2 (Butterfly)	Beyond the Classroom		In Kindergarten 8.45-12.45				
KG 3 (Robin) Class Risers	Beyond the Classroom		In Kindergarten Wed 9.00-1.00, Thur/Fri 9.00-3.30 Transition afternoons				
Class Ty Haul	Beyond the Classroom		Offsite 8.50-1.00	In Class 8.50-3.30			
Class 2/3	In Class 8.50-3.30		Beyond the Classroom				
Class 4/5a	In Class 8.50-3.30		Beyond the Classroom				
Class 4/5b	Beyond the Classroom			In Class 8.50-3.30			
Class 6/7	Beyond the Classroom			In Class 8.50-3.30			
Class 8/9	In Class 8.50-3.30		Beyond the Classroom				
Class 10/11	In Class 8.50-3.30		Beyond the Classroom				

Social Distancing and Hygiene

A comprehensive risk management plan is in place to reduce the risk of transmission, and staff will be trained and well prepared for opening. As a key part of this **all groups** will remain consistent, with the same pupils, and two specific, dedicated staff who will work solely with the group they are assigned to. Most groups will use one, dedicated inside room (plus outside space), and not move from room to room. Where two different groups use the same room at different times (Class 4/5 and Kindergarten) the rooms will be deep cleaned between groups.

Class 4/5, 6/7, 8/9, 10/11

We will maintain the above measures, and ensure social distancing of 2 metres wherever possible.

Class Ty Haul, Class 2/3

[Welsh Government Guidance](#) recognises that at primary school age it is not practicable to expect learners to maintain consistent social distancing of two metres. In line with this advice, we will maintain the above measures and staff will seek to ensure some distancing between children as far as is reasonably practicable.

Kindergarten

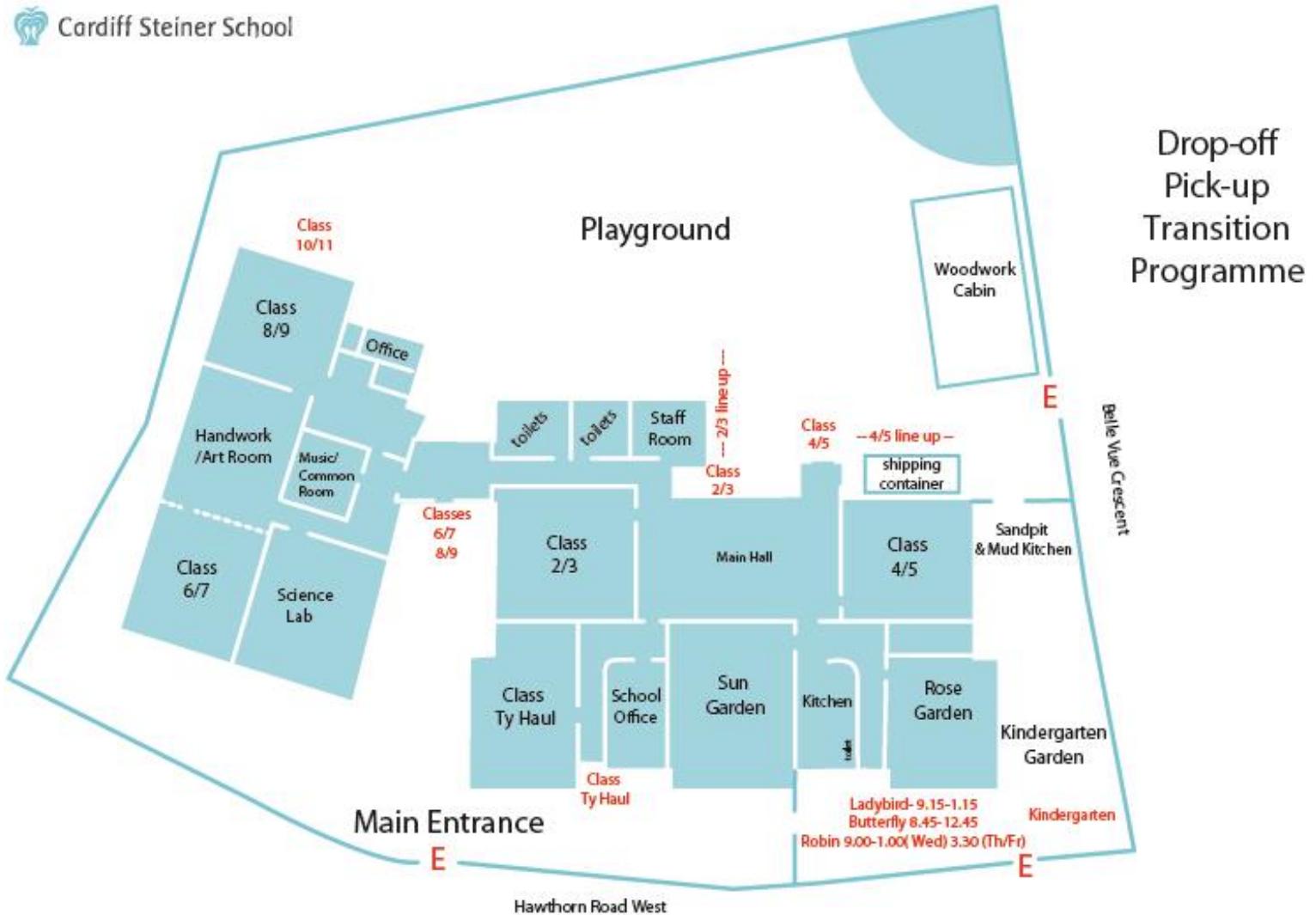
We will maintain the above measures and, in line with [Welsh Government Guidance](#), Kindergarten groups will be kept to small, consistent groups of no more than 8 children and staff will seek to ensure some distancing between children as far as is reasonably practicable, with a focus on increased infection prevention and control measures.

Arrivals

Class groups will use separate entrances for arrivals, as shown on the map overleaf.



Cardiff Steiner School



Wraparound Care (Breakfast Club, Afternoon Care and Afterschool Club) will not be running in the transition period due to the requirement to keep children in separated groups to reduce the risk of transmission.

Our Transition Programme and risk management strategy are informed by the operational guidance from Welsh Government, your feedback in our parents survey and advice from the Welsh Independent Schools Council, the Steiner Waldorf Schools Fellowship and Early Years Wales, among other bodies.

In order to ensure that we maintain the limits and ratios required by the guidance, please let us know by email to parents@cardiffsteiner.org.uk whether or not you intend your child/ren to come to the School building for the Transition Programme, by Tuesday 23 June.

We will be sending more specific Drop Off and Pick Up information nearer 29 June, and Kindergarten will post more information on the Kindergarten Transition Programme, along with advice for parents, in Google Classroom.

A copy of the **comprehensive risk management plan** will be available on the School website from Thursday 18 June.

We want you, as parents, to have confidence in our approach during the Transition Programme, and invite you to speak to the following with any questions or concerns regarding:

- **Social Distancing and hygiene**- Miranda Knight, School Administrative Manager /Designated Safeguarding Lead / Health & Safety Lead miranda.knight@cardiffsteiner.org.uk.
- **Concerns about your child's emotional wellbeing** to your child's Kindergarten/Class Teacher or Guardian.
- **Anything else** - Nicola Robinson, School Administrative Assistant, parents@cardiffsteiner.org.uk

With thanks for your continued support.

The image shows two handwritten signatures side-by-side. The signature on the left appears to be 'Anna' and the one on the right appears to be 'Miranda'.

Anna Podesta, Miranda Knight
for College and the School Management Team