



A Whole School Overview – Newark Preparatory School (Highfields School).

SEPTEMBER 2020 INFORMATION FOR FAMILIES

	Nursery & KG	Pre - Prep	Prep
School Start times	As arranged. Navs 8:45am	8:45 am (-9.00am)	8:30am (-8.45am)
School Finish times	Navs 3:25pm	3:25 pm	3:40pm Y3/4 3:45pm Y5/6
Drop Off/Pick Up location	Nursery entrance Navigators: Classroom door.	Main drive GATE	Main drive/path GATES
Wrap Around care	7:30am (Breakfast) – 6pm PLEASE BOOK IN ADVANCE VIA ENGAGE. No bookings will be permitted on the day. (There will be 3 bubbles Nursery/Pre Prep/Prep).		
Teas	Teas will be mostly chilled items, served in individual picnic bags, and eaten in classroom bubbles. The cost of teas has been reduced to reflect this change.		
Uniform	Full school uniform to be worn M-Th unless it is a PE Day for your Form. Class teachers will share class specific details via Class Dojo shortly. Sports Kit to be worn on Fridays.		
Bookbags/satchels/schoolbags/stationery/water bottles/changes of footwear and clothing for wet playtimes and Forest school.	Bags and other essential equipment can be brought into school. They must be handled by the owner only and kept strictly on pegs or in lockers when not in use. All belongings (except stationery) must return home on a Friday.		
Lunches	Hot lunches will be served in the dining hall. Children will eat in their bubbles. Diners in different bubbles will be protected by a new screen		

	dividing the hall in half. There will be less queuing and more service at tables.
Individual Music lessons	These begin immediately in Week 1.
School Orchestra/Chamber Choir	No musical ensembles/clubs will run presently – review at half term.
Friday Activity and Enrichment Days: Swimming lessons  Golf (F6)	Sports Kit to be worn on a Friday. These are every Friday beginning in Week 1 for F1/2/3/4/5 only. Children need to be dressed in swimwear under Sports Kit. School bubbles to be maintained and no sharing of resources/facilities without prior cleaning. Info to follow. Golfers will travel via the school minibus driven by Mrs. McGhie. <i>Face coverings will be required &amp; provided for travel.</i>
Cross Country Club (F3-F6) Friday 8-8:30am	This will begin in Week 2. (A croissants and flavoured milk breakfast will temporarily replace bacon rolls).
Forest School (Nursery and Pre-Prep) Usual kit needed, teachers will advise. Bushcraft (Prep School) <b>**NEW**</b>	Every Thursday beginning Week 1 for Nursery/KG/Navs/F1/F2.  This is planned for Terms 2 and 3.
Speech and Drama Sessions	These will be class based and will begin in Week 2.
Sport Lessons and Fixtures	A non-contact Sporting curriculum will be delivered. Prep sporting fixtures will be shared as soon as confirmed. Teas for pupils will be provided in individual picnic bags. Only staff adults will be able to spectate initially.
<b>After School Clubs</b> Navigators: Mini Movers Dance Class (W) <b>**NEW**</b> Pre-Prep: Let's Be Crafty (T) <b>**NEW**</b> Yoga (Th) <b>**NEW**</b> Prep: Art Club F5/6 (T) Sport F3/4 Girls/Boys (T)	These will begin in Week 2. No external providers in T1 except Bushcraft. School staff-led clubs only in school bubbles. Please book clubs via the Engage portal. They will be going live shortly.



<p>Sport F5/6 Girls/Boys (Th)          Latin F3/4 (T)                   **NEW**          Bushcraft F5/6 (Th)           **NEW**          Ready Steady Cook F3/4 (W)   **NEW**</p>	<p>NB The Government guidance advises families to be mindful that attending after school and recreational clubs (non-Highfields School clubs) increases social contacts for your family and our school and should be minimised/avoided at the current time.</p>
<p>School Absences</p>	<p>Please advise our office team via email, phone or class dojo message AS SOON AS possible if you child is unable to attend school. If your child is ill, we will require an outline of their symptoms so we can monitor any trends and be proactive in any preventative steps needed to protect our school community from COVID 19. If your child or any family member undergoes a COVID 19 test, please let us know. All information shared will be managed by the school in the strictest of confidence.</p>
<p>Temperature Checks</p>	<p>We will NOT be checking temperatures at the gate as pupils arrive at school from September but we will be conducting routine daily checks in a very relaxed manner within classrooms, to maintain vigilance and another layer of safety for our community. In the period up to July, there were no raised temperatures reported in gate checks.</p>

The full updated COVID 19 Risk Assessment for September can be found on our school website which includes Appendices detailing swimming procedures and recommendations for individual music lessons.

PLEASE NOTE: Due to needing to optimise safety for our community, we may change timings or procedures slightly if in practise we can see improvements can be made. Please check Class Dojo for updates- thank you!