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14.07.20

Dear Parents and Carers,

We hope that you are all keeping safe and well.

We are looking forward to welcoming our new Early Years pupils, along with the rest of our children, back to school in September. We know that some of you may be concerned about your child returning/starting school, especially if they have not attended school during lockdown. We appreciate your worries and doubts, but we hope that you will be reassured by knowing that we have put in place many safety measures during lockdown. The children who have been able to return to school have really enjoyed it and we have been both pleased and proud of how well our children have adapted to the new “normal” of school during the pandemic.

Below are provisional details of our plans for the full reopening of school. Please be aware that these may be subject to change at short notice. Revised and updated guidance from both the Government and Durham County Council is shared with schools regularly and this may affect our plans. We will update you of any changes if necessary.

In order to reduce the risk of coronavirus spreading in the school setting, we will be implementing a number of protective measures which are detailed below. The safety of pupils, staff and families remains paramount. School will look and feel different to usual as we implement the Government’s recommended measures in order to reduce the risk of the virus spreading.

Infection Control

- The children will be kept in whole class bubbles, as much as possible. They will be part of a wider bubble of 2 classes during outdoor playtimes.
- In order to minimise contact with people who are unwell, anyone with coronavirus symptoms or has someone in their house with symptoms, must not attend school.
- A regular regime of hand cleansing will be in place. • Good respiratory hygiene will be promoted using the ‘catch it, bin it, kill it’ approach.
- Enhanced cleaning regimes will be in place.
- Contact between individuals will be minimised and social distancing will be maintained where possible.
- Within the classrooms, layouts will be changed so that all children sit in rows and face forwards (n.b. this will not be possible in reception and nursery)
- Bubbles will be kept apart with staggered and separate breaks and lunchtimes and there will be no large gatherings e.g. whole school Collective Worship.
- There will be no visitors allowed in school without a prior booked appointment; communication with parents / carers will be through email and telephone conversations in the first instance
- Unless it is an emergency, please avoid phoning the office with last minute messages or changes to pick up arrangements towards the end of the school day in case messages cannot be passed on in time
- There will be staggered starts and departure times for children, to alleviate congestion at these times. These will not affect the overall teaching times, as break times and lunch times will be compressed.



- **Drop off time** – From our recent parental survey it was apparent that there is a fairly even spread of parents dropping off between the times of 8.45am to 9.15am. **Therefore to assist parents, we are going to operate a wide drop off window without specific allocated slots.** Where possible please could parents use the slots they indicated in the survey. We will keep this under constant review and may introduce allocated drop off times should the area become too congested.

Early Years Drop Off

We appreciate that new starters may find it difficult to leave their parents in the first couple of weeks of term. Therefore, we are going to do an extended drop off for Early Years from 9.15am until 9.30am until Monday 14th September (for this time slot only, parents can walk with their child round to the Early Years entrance door). However, if you feel that your child will settle easily, feel free to drop them between 8.45am and 9.15am.

Pick up time - From our survey it was apparent that there would be a high proportion of parents collecting children in the same time slot, therefore we have decided that in order to maintain free flowing around the exit, we will be allocating specific pick up times for parents. Children with surnames **from A - J** should be collected from their allocated gate between 2.45pm and 3.00pm. Children with surnames from **K - Z** should be collected from their allocated gate between 3.05pm and 3.20pm.

- Early Years and Key Stage 1 children need to be dropped off/picked up at the wooden entry gate by the Early Years Area (this will be clearly marked as the EY/KSI Drop Off Point). Key Stage 2 children need to be dropped off/picked up at the wooden gate at the bottom of the car park by the Year 6 classroom.
- Parents **must** adhere strictly to these times. We appreciate that parents may not get their most convenient time allocation however it is important that we keep the school entrance areas as free flowing as possible. Please note that only one adult should accompany the children to the school gate. It is also advised that parents accompany children right up to the drop off points in order to ensure that all children follow social distancing rules. Those dropping off or collecting children must leave the school site immediately once they have dropped off or collected children.
- Children using taxis and buses will follow the usual procedure

Please note that initially children are requested not to bring bikes and scooters to school, as we are trying to minimise items being brought to and from home to school.

Please do not drive into the school grounds to park unless otherwise arranged. This is more important than ever as all of our Key Stage 2 pupils will be walking through the car park at pick up and drop off times. For parents who need to access disabled parking, please contact the school office. Police are still advising that parents do not park in Swan Wynd car park. Please be considerate of resident parking at all times.

Attendance

The Government are explicit that attendance at school will be mandatory from September. This means that children must attend school, unless they are complying with clinical or public health advice. Please ensure that the contact details we hold are up to date.

School Meals

The school kitchen will be fully open from the start of the school term, with meals provided for all who require them. Children may also bring in a packed lunch if preferred. Children having a packed lunch will eat in their classroom. Children having a school lunch will eat it in the hall.

School Uniform

An amended uniform policy will apply from September, the Government is clear that uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. Children should still wear their normal polo shirt and sweatshirt/cardigan, however to allow for increased outdoor learning and PE, we suggest that children wear plain dark joggers or leggings and trainers on a daily basis.

Curriculum

The curriculum will remain broad and balanced with a full range of subjects offered. However, as the majority of pupils have not been in school since March, pupil wellbeing will be a key focus of the curriculum for the Autumn Term. We will use outdoor learning as much as possible as recommended by government guidance. All missed



learning has been remapped into the curriculum so that any gaps in learning will be covered over the course of the year. Where needed, intervention will be provided to support children within the normal classroom environment.

What your child is allowed to bring

- Coat
- Packed lunch (if applicable) in a named **disposable** bag
- Book bag for Reception and Key Stage 1 pupils/School bag for KS2 pupils
- Filled labelled water bottle containing water only
- Sun hat during hot weather. Long lasting sun cream should be applied at home before school

Please do not send your child in to school with anything else. We will provide a pencil case with necessary stationery, this will remain in school.

Reception and Key Stage 1 reading books can travel between home and school as usual in book bags. Key Stage 2 children will be given a reading book to keep at home, this can be returned when finished/ready to quiz on. Key Stage 2 children will have a second reading book which will remain in school and be used during the day.

Administration of Medicines

If your child requires any form of medication (other than those on medical plans with inhalers/epi-pens already in school) please contact the school office to arrange hand over of medicines and to complete the documentation. We will contact parents where medication has expired and new medication is required for September.

Before/After School Provision

A reminder that Breakfast Club will start again from Monday 14th September, it will run from 7.45am to 8.45am. Please let the school office know as soon as possible if you would like to book your child a place. We will not be offering any after school clubs during September. We will review the situation early next term and hope to be able to start clubs again in October.

Transition

In order to help prepare children for returning/starting school in September, every teacher will be doing a special update on their class webpage. This will include photos of the classroom along with other general information. Please look at your child's class webpage from Monday 31st August to find out more.

Farewell to Mrs Shepherd

Mrs Shepherd will be leaving us at the end of term. She has worked at our school for seven years both as a lunchtime supervisor and a teaching assistant. We will all be sorry to see her go and would like to thank her for everything she has done for our school. We wish her every happiness for the future.

We would like to thank you once again for all of the work that you have been doing with your children and for all of the lovely messages of support and encouragement that you have given to all of us.

Kind regards,

The staff at Staindrop CE Primary School

