



Cragside Church of England Primary School

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School Motto:
**“Let Your Light
Shine”**

Headteacher: Mr Paul W Rusby
Deputy Headteacher: Mrs Joanne Parker
Assistant Headteacher: Mrs Caroline Bilton

**LET your
LIGHT
SHINE
Before
OTHERS**
Matthew 5:16



30th August 2020

Newsletter 1: 30th August 2020

Dear Cragside Family,

I hope that you have had a lovely summer holiday despite all the changes and challenges that we have all lived through over the summer through this global challenge of Coronavirus. I know, from speaking to many families before we broke up, that many of you had plans which had to be changed and do hope that you enjoyed some precious family time and moments of relaxation during the summer.

As you will be aware from the news, the Scottish schools have been back for over two weeks and the Government and scientists continue to provide guidance for schools in England as they prepare to go back during the first week of September. As we prepare for the children to return to school on Wednesday 2nd September, I have included below some of the information that I sent out in July and included in it some updates following some of the changes to guidance over the summer holidays. I hope that this is useful.

As a staff team, we very excited about seeing the children again. I am minded that some of our children have not been inside the school building since March and some of our new Reception children have not been in our school before. We understand that some might be feeling anxious, some frightened, some excited and some a mix of all these emotions. We will do all we can to ensure that all our children have the best possible day on Wednesday and leave feeling cared for and hopefully reassured that they are in a safe school environment and surrounded by staff who genuinely care for them.

Key dates and safety procedures at the start and end of the school day

Autumn Term 2020 starts on **Wednesday 2nd September 2020**. Tomorrow, Monday 31st August, is a bank holiday and Tuesday 1st September is a training day for all schools. To support the safety of our children at the start and end of the day, please would it be possible to ask for your help with the safety procedures which worked well during the summer term:

- **It is absolutely essential that no one (adults or children) enter our school grounds if they are displaying any Covid-19 symptoms.**
- Please would everyone follow the arrows around the yard and try to walk approximately 2 metres behind the person in front.

- If you need to speak with the teacher, please would you avoid doing this when dropping off your child to help the 'flow' of adults and children around our school grounds? Teachers will be able to telephone you or contact you through the day if you need to chat to them.
- Please would it be possible for **only one adult** to collect or drop off children so we can minimise the number of adults on school premises. It would be helpful if it was possible for some parents of older children to arrange to meet your child just outside school or near the local shops.

Safety Procedures at the start and end of the school day-Staggered start and end times

To support the safe start to this new school year, we will continue to adopt some of the staggered start and ends to the day which helped us so much during last summer term. **Our aim is to keep these for the month of September and evaluate them, with your help, during September.** Our aim is to try to get things back to 'normal' as quickly as possible as long as it is safe to do so.

Having a measured and careful start to September supports the safety of our children, parents and staff and that approach of 'walking before running' really did help during the summer term. Our aim on Friday is to finish teaching at 1pm allowing a deeper clean of the school and also providing planning time for the teachers which will mean that, at the start of the year, we minimise the number of adults coming into each classroom. We have put in place free child care between 1pm and 3.10pm each Friday in September for families who need this facility. The Out of school club which runs from 3.10pm each day will also be available on Fridays as normal.

We will send out a Google form on Tuesday 2nd September for you to let us know if you need your child to remain in school between 1pm and 3.10pm on Fridays or if you will be picking your child up at 1pm.

A reminder to our new Reception families that children are in either morning or afternoon groups for Wednesday 2nd September and Thursday 3rd September. All Reception children are in school from 8.45am on Friday 4th September.

The timings for Fridays during September will be that the children have an earlier, and shorter, lunch period on Friday followed by registration and a lesson which will finish at 1pm. Where adults are able to collect children, this will be from their normal exit doors at the time in the table below.

If children need to stay until 3.10pm, then collection will, again, be from normal exit doors. This worked well during the summer term and **we will review it midway through September.** We want to try to do all we can to have a measured and safe start to this new school year and feel that this short term change will help this.

The timings for the month of September are:

	Start of Day Please arrive between	End of Day (M, T, W, Th)	End of Day (Friday)
Reception	8.45am-8.55am	3.00pm	12.55pm
Key stage 1 (Years 1 and 2)	8.40am-8.50am	3.05pm	1.00pm
Key stage 2 (Years 3, 4, 5 and 6)	8.30am-8.40am	3.15pm	1.05pm

We aim to make our Out of School club available from the start of the school year. This includes Breakfast Club and After School Club. These will run each day of the week (including Fridays). Parents can book this through our new School Buddy booking system.

Alternatively, if you email admin@cragside.northumberland.sch.uk with the requested dates for breakfast club or after school club we will organise this. Please include your child's name and class in the email as well as the dates required.

To support the safe entry of our children into the school, please would it be possible for children to use the following entry and exit points:

Class	Entrance and Exit point
Reception-RLP and RSG	Reception entrance
1EO	Striped wooded gate leading to Miss Oliver's classroom door
1EH	Miss Harris' classroom door
2RC and 2AW	Key Stage 1 cloakroom door
3JF and 3SM	Mr Flynnwood's classroom door
4UC and 4JB	Year 3/4 cloakroom door
5HC and 5JM	Year 5/6 cloakroom door
6ER and 6KH	Miss Rennison's classroom door

If you are unsure about which door this is, all the teachers will be on the doors on the first day of term to direct your child safely into the building. Mrs Parker and I will also be on the yard to help. Please would Reception parents use the Westloch Road entrance if possible and then walk to the green Reception gate.

Mrs Parker will be standing near the corner of the yard close to the Year 1 and Year 2 entrances. **If you are dropping off children for the Year 5/6 doors, please would it be possible to drop them off near where Mrs Parker is standing and then follow the arrows to the school exit gate.** The children will then walk the short path to their Year 5 or Year 6 entrance point. This will help with the safe 'flow' of adults around the playground at the start of the school day. Thank you very much for your help with this.

Equipment for School

On Wednesday 2nd September and throughout the start of this new school year, our aim is to minimise equipment that comes into school and goes home from school. Again, we will keep reviewing this in line with government advice. Please would child be able to bring into school:

- Water bottle (named which will stay in school)
- Small packet of tissues
- Small hand sanitiser (optional)
- Optional healthy snack for morning break. This might be a piece of fruit or healthy snack bar. Please do not send in crisps, chocolate bars or sweets (we are still awaiting to see whether the fruit for school scheme for Reception and KS1 will be operational for all schools for September).
- If your child does not have school dinners, packed lunch (in easily wipe able bag or box)
- Named old shirt or apron (to stay in school) for art lessons.
- We will share information in September about how we will send home reading books and school planners.
- I know that often children enjoy getting new stationery for the start of a school year. To avoid extra equipment coming into school, please would it be possible to ask that children do not bring pencil cases from home during September. **Children will be given their own pencil/pen which is just for them to use at the start of September, together with a safe plastic holder to keep them in.** Again, we will review once we have come to the end of September.
- To avoid extra bags in school, please would children **not** bring separate PE kit bags during September. Please would children have a pair of trainers or plimsolls, together with a pair of black shorts and white t-shirt in their normal school bag.

Covid-19 Safety and General School Structures

There are two classes in each year group in our school so these will become a bubble. There will be some cross over times with other classes in their phase (EYFS, Key Stage 1, Lower KS2 and Upper KS2) as there are some shared facilities e.g. Key Stage 1 toilets. The majority of time, the children will spend in their class group.

At playtimes, the children will be on separate areas of the yard with children in their year group. We are incredibly blessed with large areas of outdoor space and will maximise the use of the outdoor space. Just like the summer term, each year group of children will have separate bags of playground equipment to play with and be able to use the fixed equipment in their areas of the yard.

All the fixed play equipment and bags of play equipment are cleaned throughout the day as part of our additional cleaning cycle to help keep our children safe. Children also wash/sanitise hands when coming back into the classroom after playtime and regularly throughout the day. We have purchased large supplies of hand cleaning soap and sanitiser.

To support our school safety procedures, **please do not send any child into school if they have any possible Covid-19 symptoms** e.g. a new cough or temperature. Please arrange for a test for your child and do not send him/her into school until you have the negative test result. Information about testing centres can be found at <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/>

If any child is showing signs through the day, they will go to a well ventilated area or outside if possible, for their safety and for the safety of others. An adult from school will stay with them until the adult from home comes to collect them. As always, we will show the same high levels of care and consideration towards our children who are poorly-we really do care for all our children's emotional wellbeing as well as their physical wellbeing and the safety of all in our school. If any child or staff member is tested positive, we will contact the families of the children in the bubble to keep you informed and let you know next steps.

School Safety Equipment and Information

Classrooms have been deep cleaned and decluttered during the summer holidays. Extra cleaning will continue during the autumn term to support the safety of our children and staff. Building on the summer term model, we will factor into each day time for children to wash and sanitise their hands. Children will have access to soap and warm water in the toilets and soap and cold water in the classrooms. There are hand sanitisers in all classrooms. Good hand hygiene will be stressed throughout the day. Children will be allowed to bring into school their own hand sanitisers (named) to keep their own desk if you wish them to do so.

We have purchased large volumes of hand sanitisers, liquid soap, hand towels, boxes of tissues, disposable gloves, disposable aprons and face covers which might be used if first aid needs to be administered. Where some of our younger children might need additional support with self-care, for instance with a toileting accident, adults may choose to wear face and eye protection but this will not be normal practice through the day to day work.

Current guidance is that face protection should be worn inside buildings such as shops. When bringing children on to the yard, it is an outside space so current guidance from government is that face protection is optional and is not compulsory for parents/carers that bring children to school. Over the summer, there has been some change in the Government's guidance for secondary age pupils about face coverings. The guidance from the Local Authority, scientists and the Government is that face coverings are not required for primary age children.

We do not expect children to need to wear face coverings in school. We want the school environment to look and feel as close to normal as we can possibly manage for our children whilst actively supporting the safety of all in school.

Please would it be possible for parents and carers to avoid, if possible, coming into the main office. It would be really helpful if messages and information could be shared on the phone or via email. If you do need to come to the school office, please would it be possible for adults to wear face coverings just as you would do if you went into a shop or church.

Just as we did for the whole of the summer term, staff will not routinely be wearing face coverings. It is very hard for children to hear what is being said when coverings are being used. The exception to this might be if first aid needs to be administered. In this instance, we do have supplies of face coverings should they be necessary.

When entering and leaving school, children will be encouraged to keep a suitable distance from each other but, as I am sure you will appreciate with younger children, we cannot guarantee that children will remain 2m from each other. For younger children, it would be helpful if parents/grandparents would consider holding their hands when entering/leaving school to assist us with social distancing measures.

There are yellow painted grids near the doors that children enter school. **Please would it be possible to help with distancing by avoiding going into the yellow grids.** If you need to drop off anything at the school office, please would it be possible for just one adult at a time to be in the office reception area. We understand that normally, parents of our Reception children would come into the cloakrooms to help with bags in the first week. Under the current guidance this will not be possible. Reception staff will be on duty each morning in the yard to welcome the children and help them into school.

Just as we had in the summer term, classrooms are set out in separate desks which all face the front. We know that this might feel a little different to some of the children but it is done in line with current guidance to support the safety of children.

Teachers and teaching assistants will move throughout all the desks to support the children and share the joy of learning with them, which is at the heart of our school. At all times we want to get the balance between the safety of all our children and the emotional needs of all our children and their need for caring interaction with our staff who do care for them all so much.

All the staff understand the anxieties and emotional challenges that returning to school will have for children, especially for those children who have not been in school since March. We all want to do our very best to support and care for them in a safe, loving and caring manner. I saw this every day in the summer term. **This high level of care and support will continue on Wednesday 2nd September and throughout this new school year-it is at the heart of our school!**

Curriculum and Learning

We are minded that in each year group, our children will have done different amounts of work during the summer term and each child will be at slightly different starting points at the start of this new school year. As we always do, we will differentiate our curriculum to support the range of different abilities in each class so children will learn at the level appropriate to them so they can make maximum progress from their unique starting point.

Teachers will plan carefully for the children to ensure that they feel safe and secure on their return to school. We are mindful of supporting the emotional and mental health needs of **all** our children when they return to school in September as well as the academic needs of our children.

In September, we will seek to have a broad and balanced curriculum. We will seek to prioritise identifying gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics). We will identify opportunities across the curriculum so children can read widely, and developing their knowledge and vocabulary. We will share each day with the children our passion that they 'keep reading' and have selected some wonderful books to inspire the children in September. Thank you very much for helping your child with reading at home.

We are looking carefully at how we will be able to manage parents' evenings in the autumn term. We will look carefully at any guidance which comes through to schools. We have added some dates for autumn term meetings but will look, closer to the time, whether these will be face to face, telephone or online meetings, depending on guidance that we receive. If you have anything you would like to share with your child's teacher before this, please email or ring school and we will get back to you. The partnership between home and school is so very important to us as we seek to support each of our children.

School Uniform

A reminder that jumpers and cardigans with the school logo on them can be purchased from Cloud Nine and Aark. All other items of uniform can be sourced from any shop. A lot of local shops and supermarkets sell the charcoal grey skirts and trousers and plain white t-shirts, red cardigans and jumpers. Freema Chambers (one of our parents), who many of you will know, has large supplies of preloved school uniform through the Community School Clothing Scheme. The Hope Centre in Cramlington also has supplies of preloved uniform. I have listed the contact details below:

Aark: <https://www.aarkshop.co.uk/crag-side-primary-school>

Cloud 9: <https://www.cloud9leisure.co.uk/crag-side-primary>

Community School Clothing : <https://www.facebook.com/groups/CommunitySchoolClothingScheme/>

Hope Centre: <https://www.facebook.com/Hope-Centre-Uniform-Bank-120300189365324/>

Please would it be possible for children to wear plain black shoes to school. Please would children bring plimsolls/training shoes in their school bag for PE lessons together with a plain white t-shirt and black shorts. Please avoid sending in PE bags during September to help reduce the amount of additional bags and items that come into school. We will review this during September but want to try to make September a very settled month where we can get all the basic routines established first to support the safety of all our children.

School Meals and School Buddy payment system

School meals will be available every day from September. The menu will be available on our school website.

If you feel that your circumstances have changed and you might be eligible for free school meals, please would you contact Northumberland Council's free school meals team. All the details can be found at <https://www.northumberland.gov.uk/Education/Schools/Meals.aspx>

During the summer, you will hopefully have received some information about our enhanced communication app called School buddy which is able to be downloaded onto smartphones and tablets. We have tried to help families by modernising some of our booking systems and communication systems. Our aim is to have a single app to help families with everything that needs to be booked for school. It has a number of features which we hope you will find helpful including:

- Request for meal of the day, sandwich or jacket potato each day
- One place payment for all school items such as meals, trips, residential visit etc.
- Booking form and online payment form for breakfast club and after school club

- Booking form for all school clubs when these start again
- Booking form for all parents' evening meetings
- Calendar to show forthcoming events
- Emails and 'push notifications' (similar to that used by apps such as WhatsApp) sent out by school

If you have not received an email from School Buddy, please would you email our Admin team on admin@cragside.northumberland.sch.uk. School Buddy is a system used in many schools and has had excellent reviews although we do know that there are always initial teething challenges with any new system and will do all we can too support families with this.

The app will be available to be downloaded onto iOS and android devices as well as a direct link onto a PC, tablet or laptop. We do hope that once we have all got used to the new system that it will be really helpful having all the booking and information tools on one app and will hopefully reduce many of the paper letters which sometimes get lost in the bottom of school bags. I know that some families have emailed the office about queries about cash balances on the current school payment system. We will contact those families at the start of this new term.

Calendar for Autumn Term 2020

We will send out some key dates for autumn term 2020. There are some things which we always look forward to during the autumn term such as our Family Worship services and special services such as harvest. Current guidance is that schools cannot have large collective worship gatherings. We will keep you updated on this should guidance change.

If the guidance remains as it is now, one option we are looking at is recording some special services such as harvest onto YouTube for families to enjoy watching and children to enjoy creating. We will wait to see if there is any further guidance as we move through this term. We very much want to share the children's love of learning with you and will look at how we can do this in a safe manner so you can continue to share the joy of these 'wonder years.'

During the summer term 2020, you should have received (at home) information from the NHS about general flu inoculations which take place during the autumn term for children in Reception, Y1, Y2, Y3, Y4, Y5 and Y6. If you have not received this, I will try to find some contact details so you can contact the NHS inoculation team directly.

We are very much looking forward to welcoming you and your child back to school on Wednesday. We will do all that we can to support your child to have a safe and happy start to this new school year. Thank you very much for helping with the smooth and distanced movement of children into their respective entrance points on the first day of term and the movement around the arrows on the yard as you leave the yard via the exit gates.

We are, as I mentioned earlier, aware that some children will be anxious about returning to school. We will do all we can to support them with love and care that will hopefully let them know how valued they are in their new class at the start of this new year.

All the staff at Cragside and I look forward to welcoming you, and your child, back to school on Wednesday. We can't wait to see you all again. I hope you have a lovely Bank Holiday Monday.

With very best wishes,

Paul Rusby