

St Cuthbert's RC Primary School

The Green,
Walbottle,
Newcastle upon Tyne,
NE15 8JL



Headteacher: Mrs C T Barrett
Deputy Headteacher: Miss S Patterson

Tel: 0191 2675956
e mail: admin@stcuthbertsw.newcastle.sch.uk

'At St Cuthbert's we live and learn in faith and love, through Jesus' teachings. Our school is a place where we can grow as a family, helping each other to lead full and happy lives.'

15th July 2020

Dear Families,

I hope you are all safe and well. We have entered into the last week of the academic year and I must say, what a year it has been for us all. When we closed our school back in March to the majority of pupils, we never anticipated that they would not be returning to us before the summer break.

I'd like to take this opportunity to thank you for all of your support and commitment to home learning over the last few months as it is really important that your child continues to develop.

We have made changes to our curriculum to ensure that we build on what the children learned before lockdown and will be using this as our starting point on their return.

Additionally, it is important that the children enjoy their summer break so that they are refreshed and energised for the work ahead in the new school year.

This letter contains crucial information so please read it all the way to the end.

Detailed below is the staffing for your child's year group.

Staffing for 2020/21

Year group	Teacher/s	Teaching support
Reception	Miss Patterson	Mrs Walmsley
Year 1	Miss Ellison/ Mrs Holliday	Mrs Young
Year 2	Miss Davidson	Miss Cruickshank
Year 3	Mr McMaster	Miss Lamb and Mrs Nardini
Year 4	Miss McGregor	Recruiting at present
Year 5	Miss Gallagher	Mrs Giuliani
Year 6	Miss Kerr	Mrs Oakes
PPA cover	Miss Ellis	Mrs Nardini

Arrangements for September 2020

As we approach the end of this academic year I am pleased to be writing to you of our plans for a full re-opening of school in September 2020.

We are looking forward to welcoming **ALL** our children back to school. We must, however, make sure that this is done in such a way as to keep everyone safe and well, with appropriate measures in place in line with government guidance to prevent transmission of coronavirus.

The measures put in place to maintain social distancing and good hygiene will help reduce the risk of transmission and it is **essential** that everyone follows these.

We envisage that school will look as normal as possible in September. Children have been grouped into their own year group sized class 'bubble' and social distancing will be applied where possible. They will have

allocated zones for playtimes and lunch times. We will have Collective Worship but it will be held in their class and we will not have any whole school gatherings. Reception will be set up as normal as there is no social distancing within this year group. The focus for these children and staff is to follow good hygiene procedures.

The majority of pupils will be sat side by side, facing the front of the classroom. Teachers will be able to support pupils with their learning but they will also try and maintain social distancing where possible. If a staff member is teaching in more than one class bubble, they will try and maintain two-metre social distancing whenever possible. We will try to minimise contact between bubbles within school.

We have made initial plans to welcome all children back from 8 September however, these plans may need to change once all of the children are back in school if systems are not working as efficiently as we would like e.g. if we can reduce staggered starts we will try and do so, if we can provide hot school meals for all year groups we will try and do so. Please be patient with us as we try and create a safe environment where your child can try and adjust to the new 'normal'.

Hygiene regimes will be in place to keep everyone as safe as possible. This will include the use of hand sanitiser and frequent handwashing with soap. Classrooms will remain well ventilated and we will try and use our outdoor space as much as possible. The need for good respiratory hygiene will be emphasised and we will follow 'Catch it, Bin it, Kill it' in school.

Staggered start and end times

Adjusting and staggering the start and finish times of the school day for each class has allowed us to maintain the amount of overall teaching time. We have tried to minimise the disruption as much as possible for families.

Please note your child's allocated start and finish time.

	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Start time and entrance	9.10 a.m. Reception Door in EYFS Yard	9.00 a.m. main school door	8.40 a.m. main school door	8.50 a.m. car park gate and children only to use ramp to enter hall door	8.50 main school door	8.40 a.m. car park gate.	8.30 p.m. car park gate
Finish time and exit	2.50 p.m. Reception Door in EYFS Yard	3.10 p.m. Year 1 door on EYFS Yard	3.00 p.m. Main door	3.20 p.m. car park gate	3.20 p.m. main school door	3.10 p.m. car park gate	3.00 p.m. car park gate

Younger children with the exception of children in Reception Class can come in to school with their older sibling (s) to reduce the number of parents waiting outside of school. Staff members will be on duty to ensure that they enter the correct building and arrive at their classroom. **Only one adult** can accompany a child/ren.

Any pupil who **arrives late** must wait until the end of the staggered start times (after 9:10am) to enter school through the main door and the child's lateness will be recorded as part of the normal late procedure.

We ask that you refrain from congregating outside the gate or the car park - please vacate the premises as soon as possible ready for the next class to arrive. Thank you in advance for your cooperation with this.

End of the school day

Please do not arrive early to collect your child at the end of the day. Try to park away from the school to avoid congestion.

A one-way system will be in operation in the Reception Yard for Year 1 and Reception parents when picking up to ensure social distancing. All other parents are asked to maintain social distancing at the exit point assigned for their child, there are marks on the fence to assist you.

Younger children who arrive with an older sibling will be collected from their classroom by staff and will leave from the exit allocated to their older sibling.

Staff will not be able to engage in conversation with you as there needs to be a quick drop off/pick up. If you need to pass on any message to staff please ring the school office on 0191 267 5956 or by email at admin@stcuthbertsw.newcastle.sch.uk

Arrangements for new Reception Class Parents

Firstly, I would like to apologise for not being able to welcome you to our school as we would normally do. Please bear with us and thank you for your patience. Parents of children in the Reception class bubble will be able to enter the Reception Yard located to the right on the main school door and drop their child at the **entrance** to the classroom. **Only one adult** can accompany a child. If your child becomes distressed at leaving you at the Reception door, you can make your way to the main entrance where a member of staff will meet you to collect your child.

Hand Washing and Face Coverings

When your child arrives at school they will need to wash their hands. There are sinks in every classroom to reduce the time handwashing takes. Face coverings should **not be worn in school**. If your child arrives at school wearing a face covering, they will need to remove it (by touching the sides or elastic of the mask) and place it in a sealed plastic bag to be placed in an appropriate bin if it is a disposable covering. If it is a reusable covering, they should place it in a sealed plastic bag inside their reading book bag. They must wash their hands after removing the covering.

Uniform

Your child can wear full school uniform as normal from September. Black school shoes to be worn as trainers will only be required for PE/Games. All children should bring a coat to school and they must not wear nail varnish or any jewellery with the exception of a watch. Long hair must be tied back and we do not permit extreme haircuts. You can find the uniform policy on the school website. Uniforms can be purchased from Elite Embroidery, Front St/Bells Cl, Newcastle upon Tyne NE15 6XY.

School meals

School meals will be packed lunches for the first couple of weeks and will be reviewed from then. Children in Reception, Year 1 and Year 2 are entitled to a universal free school meal and will be provided with a packed lunch as will any pupil who is eligible for a Free School Meal. All other children will have to bring their own packed lunch, please remember we are a nut free school and are trying to achieve the healthy school award.

Breaks and lunchtimes

Breaktimes and Lunchtime will be staggered to ensure classes maintain 'social distance' from each other. This means there will be no more than 2 classes on the KS2 yard at any one time and only one class on the Early Years and one on the Key Stage 1 yard. Equipment will be allocated to a class bubble and cleaned at the end of the school day.

Curriculum

We will be implementing a recovery curriculum and building on from the work the children completed before they left as well as moving forward. This will be placed on the school website before the 8 September.

PE

All pupils will have at least one PE lesson a week initially. This will be on a rota system with each class bubble timetabled either in the hall (if clear) or outside. Current Government Guidance is advising against any contact sport being taught and we will be following their advice and await further updates. At this moment in time, we have no plans to take pupils in Year 4 to swimming sessions.

Extra-curricular clubs and breakfast/after school club

We will not be running any extra-curricular clubs during the first half term. As soon as we are able to offer any clubs for our pupils we will inform parents.

We do not yet have a finalised plan for the provision of breakfast and after school club but we will send out the information as soon as we have it.

Resources

We will be providing every child from Year 1 to Year 6 with a stationery pack. Children will be able to share classroom resources such as books, maths resources etc. and a cleaning or rotation system will be in place to keep all resources safe to use. Therefore, children do not need to bring anything into school other than their book bag and reading book.

Please send back the reading books and library books you have at home in the first week of the new term so that we can place them into quarantine. We will aim to issue books by Friday 18 September depending on what is returned. From then books will be collected in on a Wednesday and placed into quarantine and issued on a Friday.

Of all the important things that children go to school to learn, reading comes top of the list. Learning to read takes practice. Lots of practice. Please try to find time for two key activities: listening to your child read and reading to your child regardless of their age.

Whole School Mass, Collective Worship, Assemblies and Productions

Unfortunately, whole school assemblies, Collective Worship, school Masses and productions such as nativity plays will have to remain on hold until we receive further guidance on removal of the restrictions. We are very upset about this but everyone's safety must come first. Collective Worship will take place in one classroom per week and we intend for other classes to join virtually from their classrooms.

How can we communicate with school?

Unfortunately, parents and carers are not allowed onto the school site unless they have made a prior appointment. Please do not come to the school office. You can contact school by telephone or by email.

If my child is unwell

If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). If tested positive, other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms. Please ensure that school has your up to date numbers and email addresses in order to contact you quickly.

The risk assessment for whole school re-opening will be available on the website from Friday 17th July.

We realise that this is a worrying time for you and your child, as they return to school and it looks different to the one they left. We will be sending out a video clip from each class teacher for you to share with your child/ren and just prior to return some photographs of what your child's class looks like. I am unable to send them any earlier as we have some building repair work taking place during the summer. We plan to continue Tapestry for the children moving to Year 1 so that you are able to keep in touch with the class teachers and this year group will have an extended transition which will include the children working in small groups and accessing areas of provision (play based areas). Times Tables Rock Stars, Lexia and Accelerated reading will all continue.

We wish all our Year 6 children much happiness and success as they move on to their next school in September. I am sure all of the children leaving us will thrive and we wish them good luck as they embark on the next part of their learning journey.

Thank you to all of the staff for their hard work and commitment to the children during the last few months. Thank you to all of the families and Governors for the kind words and support we have received during this term. It has been very much appreciated by all of the staff.

We wish you a safe, healthy and happy summer break and look forward to welcoming everyone back to school at the start of the new school year – **Tuesday 8 September, 2020.**

With very best wishes,

God Bless



Mrs. C Barrett
Headteacher

