



# Shirley Community Primary School Shirley Pre-School

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Monday 4<sup>th</sup> January 2021

## New Year safety arrangements

Dear Parents and Carers

We hope you all had a good Christmas break, and a Happy New Year to you all.

I am writing to update you on the current position for Shirley Community Primary School. You will already have received a letter from the Local Authority about schools being open in Cambridgeshire. We are open and will remain open unless you hear otherwise.

The latest Covid-19 weekly infection rates for Cambridgeshire and in Peterborough are below both the England average and the East of England average. They are also much lower than London and other parts of the country where schools are closed at the current time.

We continue to follow all of the latest COVID guidance, but as Cambridgeshire is now in Tier 4, due to infection rates increasing, we have reviewed our procedures and decided to put the following **steps into action to do all that we can to keep everyone safe at school:**

1. **Yellow lines marked out outside of school** - please stick to these lines, and keep **at least 2 metres away** from other adults/family bubbles.
2. **Yellow lines outside of classrooms** – please stay beyond these lines to **keep socially distanced from the classroom door** when dropping off or collecting your child
3. Staff wearing masks at the beginning/end of the day – **all staff will wear masks on the playground now**, and at the entrance to their classrooms. We would like all parents on our school site to do the same please.
4. Ventilation – **we will be letting air flow around all classrooms**, so keeping some windows open will happen. It is cold in January! Please make sure **your child has a jumper** and other clothing at school to keep them warm.
5. **Parents/visitors no longer in the building** - this will mean no more meetings in person, no dropping off coats, packed lunches, PE kits etc. **All communication with school will be via telephone and email.**
6. If your child does not have their packed lunch, **it cannot be brought in later** - they will be given a school packed lunch and parents will have to pay for this.
7. If you are late with your child, you will need to phone into the school and wait outside the building before being let in. **Please ensure your child is on time** so we do not have to deal with this.
8. **Reception Classes drop off and collection times:** in order to reduce congestion in this busy part of the school, and so that everyone can socially distance enough, we will be staggering drop off and collection times here:

**Morning drop off:**                      **8:40 to 8:50am: Ladybirds**

**8:50 to 9:00am: Dragonflies**

**Afternoon collection:**            **2:55 to 3:05pm: Ladybirds**

**3:05 to 3:15pm: Dragonflies**

We may pause people coming in if numbers get too many, and will direct you as necessary.

The times of all other drop off and collections for other year groups will remain the same.

9. **Children to stay in classrooms/learn outdoors:** all learning will take place in children's classrooms or outdoors. We will bring ICT to classrooms more via tablets and laptops, and all assemblies will take place



online. Lunches will continue to be served in classrooms, apart from Reception who will still use the 'old hall' as before. Any children who refuse to learn in their classroom and whose behaviour is unsafe, will have to complete their learning at home.

10. **Breakfast and After-School Club/All Clubs postponed until further notice** – this has already been sent out via email. Our core purpose of learning and education remains, and the school is open only for this, with no wrap-around care or extra-curricular activities at the moment. We hope to get them set back up as soon as we can in the future.

All of our other routines in terms of working in bubbles, cleaning regularly and socially distancing will continue, and we remain vigilant in all aspects to make sure everyone is safe, supported and happy. Please continue to send in your child with their reading book in the usual way – this is important.

**Important Questionnaire:** we may well be providing learning online over the coming weeks, if children cannot come into school. We have sent out a quick questionnaire to all parents, to find out how this might work for you. We need everyone to complete this by Friday 8<sup>th</sup> this week please:

<https://forms.office.com/Pages/ResponsePage.aspx?id=kFTkCxTbhEGyhSmhdUYRzLLXXD1Ulz9Pm5cVp5sODX5URTROQk42N1pJSFExVFpWRIIFM1NLWDZLSy4u>

**And finally.....**please remember to contact us directly if you or your child develop symptoms, need to self-isolate or are going to be tested. Our school phone number can be used during the day and our school mobile for out of office hours: **07795-572304**.

Thank you for your ongoing support for Shirley and for your flexibility and understanding during these times. We look forward to working with you this term.

Yours faithfully

Mr Cattermole

