



St Mary of the Angels Catholic Primary School

Head teacher: Mrs. C.M. O'Hara B.Ed DPSE(Mus)



Friday 10th July 2020

Dear Parents,

Full reopening news

Thank you for your patience, with regard to plans for the Autumn term 2020. As promised, this is the final letter detailing specific guidelines for the planned full re – opening of St Mary of the Angels, on **THURSDAY 3rd September 2020.**

The expectation is that ALL children will return to school, in a safe way that must “protect people from harm”. If you refer to the DfE Guidance for Full Opening of School (2/7/20), it states that:

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their health and safety risk assessments and draw up plans for the autumn term that address the risks identified using the system of controls set out below. These are an adapted form of the system of protective measures that will be familiar from the summer term. Essential measures include:

- *a requirement that people who are ill stay at home*
- *robust hand and respiratory hygiene*
- *enhanced cleaning arrangements*
- *active engagement with NHS Test and Trace*
- *formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable*

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- *grouping children together*
- *avoiding contact between groups*
- *arranging classrooms with forward facing desks*
- *staff maintaining distance from pupils and other staff as much as possible*

Staff and Governors are, therefore in the process of reviewing the existing measures in place, in line with our Health and Safety Providers. As I have said previously, Governors and staff cannot provide absolute assurance that social distancing and safe hygiene methods will be maintained at all times. We can, however, guarantee that we will do our absolute best to ensure that the children and staff are as safe as we can possibly make them. We know that this assurance is said with total confidence.

Below is a detailed summary of the reviewed Risk Assessments and plans in place, which we require ALL parents to adhere to. To date, parents have been very supportive and have followed the regulations effectively. This makes our jobs in school easier and also reinforces in the children's minds that we expect rules to be followed. Thank you.

From Thursday 3rd September

Arrival times

Y3,4,5,6 - 8.45am Y1,2 8.55am YR 8.55am from 28th September; YN 9.05am from 28th September

Parents are advised to wait for the second gate to open, if they have younger siblings. This is because there are no spare staff to look after younger siblings- all additional staff will be welcoming and directing the flow of in excess of 150 parents and their children on site. Thank you for your understanding.

Arrival gates- staff will be on hand to support and guide you.

Y3/YR to use the main entrance to the school office, entering via the car park and leaving via the Nursery path and gate. Mrs Hayes/Mrs Smith will be there to receive you. No cars will be allowed on premises Parents will be expected to maintain social distancing.

YN to enter via the Nursery gate and leave via the school car park. Mrs Gallagher will be there to receive you. No cars will be allowed on premises Parents will be expected to maintain social distancing

Y4/Y2 to enter via the large green double gates at the bottom of the car park, leading into the playground and leave via the school car park. Mr Marsh/Mrs Coleman will be there to receive you. No cars will be allowed on premises Parents will be expected to maintain social distancing

Y5/Y1 to enter via the pupil gate at the top of Weston Crescent where there will be clear signage to maintain a one-way flow for all parents. Mr Sutton/Mrs Steele will be there to receive you. No cars will be allowed on premises Parents will be expected to maintain social distancing

Y6 to enter via the bottom gate on Cranleigh Close where there will be clear signage to maintain a one-way flow for parents. Mrs Polito will be there to receive parents and children will be directed straight into class to wash hands and settle for the day. Parents with siblings can follow the one-way system through to their younger siblings gate if needed, providing they maintain social distancing at all times.

Accessories and lunches

All children will need to be in school uniform. This is now no longer optional. Please find a copy attached for your convenience. On the day when children have PE they will need to wear full school uniform PE gear all day- with non-labelled black tracksuit trousers (not tight leggings) and non-labelled sweatshirts to keep warm.

All children will need to either purchase a school lunch via the gateway as usual (Reception and KS1 children do not need to pay, as usual) or to bring a school lunch from home. This will need to be in a labelled plastic /paper disposable bag- which will be thrown away after lunch-no sandwich boxes. This will limit the spread of infection.

No school bags will be permitted on site- to reduce unnecessary risk of infection. All children will be issued with a small pencil case and necessary resources. Homework will continue to be set via the *class pages*, included Home Reading.

All children will need a coat and a water bottle each day in school, whatever the weather. We will be taking children outside as much as we can, despite a little drop of rain and/or wind.

Collection times

Y3,4,5,6 – 3.15pm Y1,2 3.05pm **YR/YN 3.05pm from 28th September**

Collection gates

These will be the same gates as are used each morning. Staff will be available to support you to collect your children safely whilst respecting the need to maintain social distance. Please abide by the one-way system as flow will increase with more children on site. Parents will not be permitted to gather on site- a free flow of people will be required each day.

Y6 Parents with siblings can follow the one-way system through to their younger siblings gate if needed, providing they maintain social distancing at all times.

What will my child/ren experience as they walk through the doors?

In line with Government guidance, all children will:

- 1) be together in their class bubble.
- 2) all children will be guided to wash their hands, on entry. This will be carried out throughout the day- approximately 5 times as they leave and enter the room and before and after eating.
- 3) Children will be supported to sit in rows, adjacent to each other with their school pencil/pen, book and be ready for action.
- 4) Desks will be front facing, with the exception of Nursery and Reception children who will have distanced group learning, in line with their understanding.
- 5) Pens and resources used throughout the school will be housed in a separate pencil case and will be cleaned down by children and staff twice weekly.
- 6) Access to break time zones will be twice daily (and 3 times for younger children). These break times will be supervised by familiar adults at all times; they will also be the same adults to minimise the risk of cross infection.
- 7) Children will be reminded to follow school rules and these will be regularly revised. The new Behaviour Policy amendments are still in place and will be acted upon very quickly and consistently in the event of any antisocial behaviour that could increase the risk of infection; these include: hitting, handling, spitting, goading, taunting or scaremongering in connection with Co-Vid 19 symptoms. Please share this explicitly with your child, at an age appropriate level as we cannot condone inappropriate behaviour.
- 8) Staff will be directly linked to a group- with no more than 5 staff having regular access to each group. These staff and groups will be kept at a respectable social distance from all other groups at all times.
- 9) Assembly times in the hall will not take place. Collective Worship will happen within each class
- 10) PE will be scheduled to take place either outside or in the hall once a week
- 11) Lunches will be eaten by children, in the school hall, in sectioned zones with no more than 2 classes in the hall space at any one time. Weather permitting, staff will then accompany children out after lunch for a 20 minute play. Children will be expected to follow rules and respect social distancing but to enjoy each other's company, under staff jurisdiction.
- 12) Each class have been assigned their own sink, access to running water, soap, paper towels and hand sanitiser, where needed.
- 13) They will also be assigned to specific toilets and will be shown how to access their own play spaces.
- 14) All classrooms will continue to be cleaned down twice daily (once in the middle of the day) to ensure enhanced cleaning is in place.
- 15) Additional bins have been purchased to ensure that paper towels and disposable tissues or gloves are safely removed twice daily, to reduce the risk of infection.
- 16) The corridors continue to be marked with good social distancing signage and spots as a visual reminder at approximately 1m+ intervals.
- 17) Corridors cannot be a one-way system as they are too narrow, however there will be limited need for children to cross over as breaks, entrances and play areas are staggered, and are also in differing parts of the building.
- 18) Signage and songs/posters will support good hygiene and will embrace a happy approach to the restrictions from all staff.

What will my child/ren learn?

Home learning will cease; school timetables and National curriculum requirements will be resumed. In the initial two weeks, all children will be tested, in core areas and nurture needs; gaps will be identified. This will then enable a detailed catch up plan to be phased in by school leaders and teachers, as the Autumn term unfolds.

Our normal induction programme will be in place to address e-safety, RSE, Co-Vid anxieties, rules and expectations and safety awareness in school and out of school. This will run for the first week and two days.

Class pages and projects will feature highly in Homework- onus will be on children and their parents to engage fully with homework, in line with the Home School Agreement. We aim, with your help, to really support these children who have had to contend with 4 months potential loss of learning.

How can I help?

- 1) Please look after children's log ins- you will need them again and again.
- 2) Please be prompt. Staggered starts have been carefully planned to reduce congestion and therefore infection levels.
- 3) Please make sure that you are logical and consistent about their attendance. If they are unwell, the they will need to be treated, or checked for Co-Vid. If they are well then they need to be in school.
- 4) Please ensure that your child has everything they need at the start of the school day- this includes a coat at ALL times. This prevents unnecessary interruption in classes and spread of infection for our busy secretarial staff
- 5) Please read and follow guidelines, especially about lunches and about personal belongings.
- 6) Please respect staff. Some have vulnerabilities of their own; they need your social distance and your co-operation.
- 7) Meetings that are needed can be via face time or Microsoft Teams. We will still liaise with you, but we need to think outside of the box.
- 8) Please continue to read all emails and information thoroughly, to avoid unnecessary phone calls.
The website also serves as a reminder

Additional information

- 1) **Please avoid scare mongering and spreading rumours.** Children have witnessed enough uncertainty. Let's continue to trust and rebuild our community again, with strength and co-operation.
- 2) Governors have discussed and will have access to amendments of plans and risk assessments in place and recognise that:
 - **all staff and adults will do all that they can to make the school community the safest it can be**
 - **senior leaders will have the full support of all parents** in the stipulations set out above, and in previous communications

Wraparound care

The St Mary of the Angels Wraparound Provision (Breakfast and After School Club) will be opening on Thursday 3rd September, for those children who have accessed the gateway and booked a place.

Please note the following changes to provision:

Breakfast Club will open at 7.30am.

- The staff car park is NOT available for parents to use. Parents are requested to respect this decision and to use the church car park or to park safely on the roadside
- All children will need to be signed in, via the front entrance by staff, at the following times only: 7.30am, 7.45am, 8am, 8.15am, 8.30am. The bell will not be answered at times between these points, as staff will be fully engaged in maintaining close supervision in a safe way for all children
- Parents are requested to use the Nursery path and queue up to the STOP HERE point. Staff will then come out to meet them social distancing being maintained appropriately at the identified times
- Where children are reluctant to enter the building or upset, staff will require parents to manage these anxieties before the children join the club
- Children will follow appropriate handwashing routines

- Staff will also follow appropriate sanitary guidelines prior to preparing breakfast
- At the appropriate time, children will be escorted to their classes by staff
- Outdoor coats, water bottles and disposable lunch bags are the only equipment children will be permitted to bring to the club
- In the event of your child being unwell we will need you to take them home at your first available opportunity; they cannot return until Co-Vid viruses or symptoms have been checked
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Afterschool Club will operate each evening between 3.15-5.15pm only.

- The late evening provision (5.15-6pm) has been cancelled to facilitate an appropriate extensive clean down of all equipment
- Additional staffing will be needed to manage the front door
- On arrival, please ring the bell. Your child will then be sent for and brought to the front entrance. Staff will sign them out in your presence
- Children will be expected/encouraged to have all of their belongings with them to avoid unnecessary time spent in returning into the building. Please reinforce this for them.
- Children will follow appropriate handwashing routines
- Staff will also follow appropriate sanitary guidelines prior to preparing snacks
- In the event of your child being unwell we will need you to take them home at your first available opportunity; they cannot return until Co-Vid viruses or symptoms have been checked

I feel confident that you will be pleased to hear that we are re- opening and I trust that we will have your full co-operation to make this as safe and as positive as we can

Our workers are currently ordering some new and differing activities for the wraparound provision- recognising the restrictions on the use of and the sharing of equipment. We trust that you will explain to your child that there will be some restrictions and why.

Finally, we CANNOT operate with all children remaining in their class bubble- that would require 9 members of staff and 8 differing work areas. We CAN however, follow DfE guidelines and work in smaller settings (a *mini*, a *middle* and a *main* club). These groups will then form “*wraparound bubbles*” for your child, providing as much infection reduction as is feasible. These will be staffed by the same staff members in all cases.

And Finally...

Should this information change, across the Summer for whatever reason, new information and processes will be published on the school website. Please keep your eyes on it ... just in case.

Again, thank you for your common sense approach to what is a difficult situation.
Have a great weekend... I believe the sun is on its way again!

Regards
Claire O’Hara