

Return to school arrangements for September St Philip's Catholic Primary School



I am writing to provide you with important information on the return to school for all of our pupils from Monday 8th March. As you know following the Prime Minister's announcement all schools are fully opening on Monday.

This newsletter contains lots of safety information that we really need you to follow in order to keep yourselves, your children and other people as safe as possible. Please read everything carefully and please follow the simple safety guidance that exists to keep all of us as safe as possible. Thank you very much for your support.

Attendance

Attendance at school is **mandatory** from Monday 8th March 2021 as per HM Government , Unless your child has a letter from their GP or NHS England to say they need to shield because they are clinically extremely vulnerable, please note that all children must attend school as normal. The normal attendance procedures will be in place and persistent absence will be reported to the Education Investigation Service. Persistent Unauthorised absence can lead to your child being taken 'off roll' as well as penalties for parents. Our attendance officer can be contacted via the school office if you have any difficulties her name is Mrs Sally Beasley.

It's really important that everyone continues to be extra careful as the virus is still present and the new variants spread much more easily than the first one. Parents and Carers - please wear a face covering at all times when on the playground, calling at the office and when you are around school. Please wear a face covering at all times when you are at the school. This guidance from the local authority remains very much in place and we really appreciate your cooperation.

The safety measures detailed in this letter will ensure that we are not risking the physical or mental health of any of our children, families or staff thereby allowing us to reopen fully on Monday. We therefore ask for your support, understanding and continued patience whilst these measures are implemented and adapted as appropriate. It may be necessary to make some small changes to some of these measures once they have been implemented, but any amendments will always be communicated to you with as much notice as possible.

When your children return to school on Monday, all children will be placed into class 'bubbles' according to their year group. These bubbles of 30 children will have their own

classroom, a designated toilet area and a member of teaching staff. Like in September , there will be plenty of staff to help and support with the return of your children to school. The additional risks that we have considered and safety measures that we have put in place as a school are contained in an in-depth risk assessment document that is now available to view on the school website at:

<https://www.st-philips.sandwell.sch.uk/>



Drop off and Collection arrangements

- Only **one** parent to accompany children onto school site
- Staggered **drop off** times for all children detailed below:

<u>Start time</u>	<u>Finish time</u>	<u>Year Group</u>	<u>Playground/Entrance start of the school day</u>
8:50 am	3:00pm	Year 6	Large Playground at the back of school
8:50 am	3:00pm	Year 5	Large Playground at the back of school
8.45 am	2:55pm	Year 4	Large Playground at the back of school.
8.45 am	2:55pm	Year 3	Large Playground at the back of school.
8:45am	2:45pm	Year 2	Large Playground at the back of school.
8:45am	2:45pm	Year 1	Large Playground at the back of school.
8:45am	2:45pm	Reception	Messenger Road entrance N/R gate
8:45am	11:45 am	Morning Nursery	Messenger Road entrance N/R gate
12:15pm	3:15pm	Afternoon Nursery	Messenger Road entrance N/R gate

IT IS VITALLY IMPORTANT THAT YOU ADHERE TO THE TIMINGS OF DROPPING OFF AND COLLECTING YOPUR CHILD/REN to ensure that we are all keeping safe.

***Staff will be on hand every day during the first week to guide you in where to stand at morning drop off and for afternoon collection.**

As you drop off your child/ children in the morning, you will be met by the school staff at the gates to receive your child. Your child will then be directed to their class bubble where they will meet their teacher and friends at an allocated area of the playground.

To help us ensure that the morning drop off runs smoothly, ONCE YOU HAVE DROPPED YOUR CHILD/REN OFF AT THE SCHOOL GATE SAFELY TO SCHOOL STAFF, YOU MUST LEAVE THE VICINITY OF THE SCHOOL PREMISES AS SOON AS POSSIBLE.

During this time we ask you to be patient with us and adhere to the social distancing measures in place outside and on the school premises. I know that it is not ideal that you cannot walk your child into school or chat with a member of staff , but to ensure we are all safe , **YOU MUST FOLLOW THESE GUIDELINES.**

Other important safety measures to be aware of include:



Start and end of the new school day:

- **ALL CHILDREN WILL NEED TO WASH THEIR HANDS THOROUGHLY FOR 20 SECONDS ON ARRIVAL IN SCHOOL AND WILL BE ASKED TO DO SO REGULARLY THROUGHOUT THE DAY.**
- Please do not arrive early or stay on or around the school site after dropping off children. Please observe social distancing guidelines and do not gather at school gates or nearby both entrances.
- There will be no face to face meetings with parents unless arranged by appointment - the school office will be able to take phone calls and answer emails.
- Parents will be asked to observe social distancing and not gather in groups at the gate or anywhere on or around the school grounds.
- Pupils will enter and exit through a specified door **and will wash their hands as soon as they arrive and regularly throughout the school day.**
- Pupils will not take work or equipment home and are asked not bring anything into school other than a lunch box, water bottle, homework book on the allocated days and reading book & diary.

Uniform – Children are expected to wear full school uniform to school each day apart from their PE day on which they will wear their PE kit to school – Summer uniform is permitted until the end of October.

P.E Kit – On days that children take part in P.E they will be asked to wear a tracksuit to



school for the day.

Class	PE Day
Nursery class	Wednesday afternoon
Reception Class	Wednesday afternoon
Year 1	Thursday afternoon
Year 2	Monday afternoon

Year 3	Monday afternoon
Year 4	Friday afternoon
Year 5	Friday afternoon
Year 6	Thursday afternoon

School Dinners

Free School Meals and KS1 Universal Free School Meals children – If your child is a Free School Meal child or is in EYFS or KS1 they are entitled to a free school lunch which would be a hot meal from the school canteen. If you would rather send your child in with their own packed lunch you are welcome to do so. Please book online on **LIVE KITCHEN TO BOOK YOUR CHILD'S PREFERRED LUNCH OPTION**.

All children should still bring their **own filled water bottle each day** which needs to be taken home at the end of each day and washed and brought back the following day.

Before and After-School Clubs

Breakfast club

Breakfast will be open from Monday 8th March as per announcement from the Prime Minister. If you would your child to come to breakfast club, please book online on SCHOOLCOMMS to book a place for your child/ren.

The timing is 7:30-8:30 am daily with breakfast options and a selection of activities for your child/ren to take part in. the cost is £1:50 per child.

Afterschool clubs

A letter will follow shortly about the options for afterschool clubs .



Children's Belongings

We ask that during the first part of the autumn term children only bring the following items to school with them until further notice:

- **One School Bag containing:**
- **Lunch Box (if not having a school lunch)**
- **Filled water bottle (to be taken home at the end of each day)**
- **Reading book and reading diary – kept in school bag**
- **Coat – Clearly labelled with child's name**

Please also ensure that water bottles, lunch boxes and all items of clothing, in particular jumpers, cardigans and coats, **are clearly marked with your child's name**.

During the school day:

- A one-way system will be introduced to support safe movement around the school site.
- Children and staff will have the facility to wash and sanitise their hands regularly.
- Classrooms and all areas used will be cleaned more regularly and lidded bins emptied frequently.
- Staff will remind pupils about hygiene routines, handwashing & not touching their faces & mouths. We will also continue to reinforce the '**catch it, bin it, kill it**' message.
- Children will work with the same equipment each day which will be kept in school.
- Lunch and play times will be staggered.

- Children will be allowed outside for fresh air and physical exercise but will not mix between phase group 'bubbles'.
- Staff will manage and monitor children's toilet visits so social distancing is maintained.
- Pupils and staff will not be expected to wear facemasks.
- Staff dealing with First Aid matters will wear PPE and this will be provided by school.
- Where possible, doors will be left open to avoid contact with handles and aid ventilation of classrooms.
- Where possible, windows will be left open to improve ventilation.



Coronavirus measures

Enhanced hygiene and safety procedures

- All of the procedures that were put in place last term remain in place for the spring return to school. Full details can be found on our risk assessment which you can find on our website.
- Please note the risk assessment is being updated for March 8th so the most up to date version will be available from Monday 1st March. Our safety and hygiene procedures include:
 - Keeping the children as separate class bubbles, with separate playtimes and lunchtimes and staggered starts and finishes. Children do not mix with children from other classes.
 - There is very regular handwashing for children and staff throughout the day, as well as regular hand sanitising. All children and staff sanitise or wash their hands upon arrival and then regularly throughout the day.
 - Enhanced hygiene procedures – our cleaners are on site all day carrying out extra cleaning of touch points and toilets throughout the day.
 - Children's desks are regularly disinfected during the day.
 - Class equipment is disinfected at the end of the day.
 - Children have their own personal equipment such as their own pens, pencils and rulers that they do not share.
 - Shared equipment such as dictionaries and maths equipment are only used by the class. Any equipment that is shared between classes is disinfected between uses or is quarantined for 48 hours (72 hours for plastics).
 - Children sit facing the front of the classroom, as opposed to facing each other. The children continue to share desks exactly the same as in the Autumn term.
 - Classrooms are ventilated by opening windows – they are also sufficiently heated. Extra ventilation is facilitated by opening doors and windows whilst the children are out at play.
 - The school complies fully with Sandwell Public Health, Public Health England and NHS Test and Trace requirements and instructions.

- Full details of our procedures can be found in the risk assessment that has been updated for the return to school on 8th March 2021.

If your child displays symptoms when they are in school, they will be isolated and you will be called and asked to collect your child immediately. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms. Therefore, you should then apply for your child and anyone living with you to be tested.



Procedures for limiting the spread of the virus.

What to do if your child has one or more of the three 'main' Covid19 symptoms If your child has one or more of the main symptoms:

- High temperature.
- New, continuous cough.
- Loss or change of taste or sense of smell.

Both your child and your entire household needs to self-isolate. Book a test for your child and your household needs to stay at home until the test result arrives.

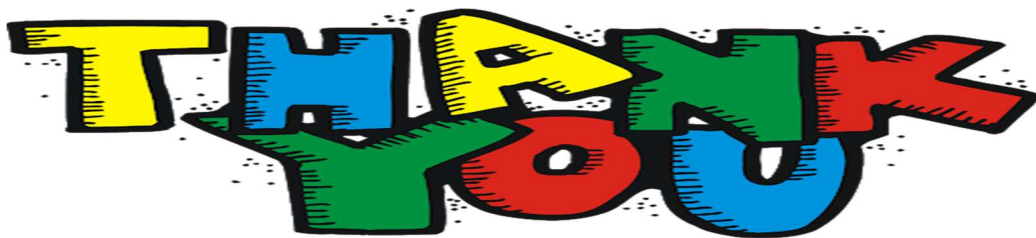
If your child tests positive they, along with the entire household, needs to self-isolate for 10 days – with day zero being either the day symptoms started OR if without symptoms, the day the test was taken. Day 10 is also spent in isolation until midnight at the end of day 10. If the test is negative everyone can end their isolation. If your child develops one or more of the three main symptoms when they are at school you will be contacted and you will need to come and collect them immediately and book a test. Your child and your household will need to self-isolate and you will need to book a test for your child.

Your child cannot return to school until they test negative, or if they test positive, until they and the household have completed the self-isolation period.

If your child has been sent home after displaying symptoms of Coronavirus, they will not be allowed to return to school until you have provided evidence of a negative test result.

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus/>

Please be aware that if a child who has been attending school tests positive for COVID-19, all other children and any staff members within that class bubble will be asked to go home and self-isolate for 10 days and the class bubble will be asked to stay at home and isolate.



Thank you for your support

Thank you very much for your support during the lockdown period. Thank you for your kind messages and calls. We really appreciate your support and we are glad to have been able to offer daily live lessons for the children.



As Headteacher I am very grateful to you as parents and carers for all of your support and I am very grateful to the Teachers and Teaching Assistants who have worked hard to make our remote learning provision such a success. Nothing replaces the school being open and having the children with us though – and you can be assured they will be welcomed back very warmly and we are really looking forward to seeing you all. I'll be in touch again with a detailed newsletter once the children are all back in school.

With every kind wish as always.

Mrs C Hinton

Headteacher