

St Francis of Assisi Catholic Primary School

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15th June 2020

Dear Parents/Carers,

Limited School Opening

In line with Government advice and directives, I am pleased to announce that we will be opening school further from 22nd June. As you know, school has been open for our keyworker children and vulnerable children throughout, and these children will still be able to attend childcare provision as usual with a few alterations to start times. The Government definition of 'Keyworker' remains the same which is those who are critical in the Government's response to Covid-19. We cannot permit the children of any other workers at this point in time in line with Government advice.

There will be a staggered, slower, wider opening and this will follow the timetable and dates laid out at the end of this letter. This only applies to children in Nursery, Reception, Year 1 and Year 6. **It does not apply to siblings in other year groups.** There is no obligation for any child to attend school and you will not be fined should you choose not to send them. We will respect your decision.

School has gained valuable experience from being open already for our keyworker children and this will now be applied to other age groups.

Obviously **the safety of all is paramount**, so to assist us, there will have to be very clear rules for everyone based upon extensive government guidelines:

- Children will be encouraged to walk to school with an adult.
- There will be a staggered drop off and collection time.
- Only one adult will be allowed on school grounds to drop off / pick up (social distancing must be maintained at all times). Parents cannot gather at school doors or gates and drop off / pick up will need to be prompt.
- On entry to school all children must wash their hands and follow their teachers' instructions throughout the day.
- Classes will be limited to a maximum of 15. These will be referred to as '**Bubbles**'.
- Break times / lunchtimes will be staggered.
- No parents/carers will be allowed into school.
- Communication will continue through the school website, text and social media as at present.
- If any parents need to contact us, they should do so through telephone or email.
- Shielding children should not attend.
- If a child lives with someone who is shielding (clinically extremely vulnerable – those with a GOV letter) then they should NOT be in school.
- The curriculum / class layout will be different to normal.



- Hygiene routines will have the highest priority during the day – parents can help us emphasise this message to children.
- Please ensure your child has a coat as outdoor lessons will be a priority.
- If any child has a cough/temperature/feels unwell at school, they will be sent home immediately. They will need to self-isolate for 14 days or until tested negative.
- If anyone in a child's household has symptoms they **must not** attend school.
- If a child or adult within a Bubble shows symptoms of Covid-19 then the whole group that the child or adult is in will be sent home and must self-isolate for 14 days until the child or adult is tested negative.
- If a school risk assessment deems that a child puts the safety of themselves or staff at risk and concludes they will be safer at home then parents will have to keep their child at home.
- Children will not be allowed on the climbing frames / outdoor exercise areas before/during/after school. Parents must ensure their children's compliance with this while under their control.
- School dinners will consist of packed lunches whilst children are in school. Universal free meals will continue, as will free school meals to those families who are entitled.
- Those children who usually bring a packed lunch to school will need to bring it in a small plastic bag – not a sandwich box.
- We will not be able to accept cash on the premises and parents will need to use Parent Pay.
- **There will be no Breakfast Club or After-School Club in order to avoid the mixing of Bubble groups until further notice.**

What is a Bubble?

The purpose of a Bubble is to create social distancing. A Bubble is a small group of similar aged children. There will be no more than 15 children in a Bubble. Each group will have designated staff to look after them and this will consist of a teacher or/and a teaching assistant. Each Bubble will act independently from other Bubbles. Children and staff will remain in their Bubble space and will not be allowed to interact with children or staff in other Bubbles. This is absolutely crucial to the safety of children, staff and families. Children will be able to access outdoor spaces as part of their Bubble timetable. They will not meet children from other Bubbles during their outdoor sessions. They will not interact with other Bubbles during breaktime or lunchtime. Your child may not be taught by their original teacher or teaching assistant prior to March 20th. We cannot guarantee they will be with their friends due to the Government restrictions on Bubble sizes but they will be with children from the same year group.

Uniform

There will be a relaxed uniform policy for the Summer Term. Children will be allowed to wear comfortable clothing. The most important consideration regarding clothing is that **a clean set of clothing must be worn every day**. This is in order to reduce possible transmission.

Managing Risk and Rates of Transmission

Social Distancing: The guidance recognises that for young children, it will be difficult to apply the 2m rule. However, we will be directing the children regarding their physical contact with each other in order to keep them safe. *"We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2m apart from each other and staff."* (Gov.UK)

Social distancing for Primary age children is created through the use of Bubbles as explained above. Classrooms at our school will be re-arranged to facilitate social distancing. This will involve the removal and respacing of furniture. Where pupils are of an age to be able to sit at tables, there will be one child, with one chair, seated at a designated table. Each child will sit at the same place throughout the day. Each table will have a set of resources for the child to use and pupils

will not be able to share resources. Therefore, please don't send anything into school at all. For children in Early Years, staff will provide a limited range of appropriate resources that can easily be cleaned on a daily basis. Staff will prepare for this by removing many resources from the areas which are unsuitable e.g. soft furnishings, dressing-up clothes. Children will access outdoor learning as much as possible. We will ensure that toilets do not become crowded by limiting the number of children who use the toilet facilities at one time. This will mean that children will have to be patient and wait their turn.

Personal Protective Equipment (PPE) including face coverings and face masks – Children in Primary Schools are not required to wear PPE. PPE will not be provided by our school and children will not be permitted to wear it. *“Wearing a face covering or face mask in schools or other educational settings is not recommended.”* (Gov.UK) This is because: *“Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission.”* (Gov.UK). Our staff, may wear PPE, for example as part of our intimate care procedures, when close contact is needed and unavoidable, and in emergency situations. No PPE will be given to pupils. We cannot guarantee social distancing at school, but we will try our best. We cannot guarantee that the virus won't spread in school. In bringing your children to school, it will be essential that social distancing is still observed for all adults.

Dropping off at the start of the day and collection at the end of the day

Parents and carers are asked to drop off/pick up quickly and return home to minimise risk. Only one parent per child should attend. We insist that parents and carers DO NOT GATHER outside school.

Access - The school site is accessible, only on foot, for pedestrians. If you are driving, you are asked to park at a safe distance from the school entrance, giving respect to our neighbours and to each other. If you have arrived by bicycle, we ask that you dismount at the school gate and join the queue to access the site maintaining social distance from other users. In line with government guidance, we are *“encouraging parents and children and young people to walk or cycle to their education setting where possible.”*

Movement around the site - On entry to the school site, you will see signs which indicate the route you should follow as you drop off and collect your child. Members of staff will also be on duty to guide everyone along the designated route. Staff members will ask you to wait, if the site is becoming too crowded, and your co-operation with this is greatly appreciated. Please ensure that you leave sufficient time for this, as dismissal from school is expected to take much longer than previously. In the morning, on arrival, the front gate to the left of the drive will be used as access to the site. The times and instructions for drop-off are as follows;

Nursery children turn left at the gate, follow the one-way system and meet familiar adult at the door to the 2 year old room. Parent can be with them but leave immediately after dropping off.

Reception children will be directed from the main entrance into school, around the one way system to the Nursery door and the Reception class door. They will be met by a familiar adult who will direct them to their base classrooms. Parent can be with them but leave immediately after dropping off.

Year One children will be directed from the main gate to the gate outside the Y2 (Mrs Currie's) classroom where they will be met with a familiar adult. Parent can be with them but leave immediately after dropping off.

Year Six children will be directed from the main gate to the exterior doors of the Y5 classroom and the former Y3 classroom where they will be met by a familiar adult. Parent requested to stay at front gate.

All Keyworker children will be placed in the Bubbles with their actual year group **with the exceptions of Y2-Y5** who will enter school through the Mentor's room. All Keyworker children can attend school at **9am**.

Drop off times

- **Year 6** drop off at **9.00am**
- **Year 1** drop off at **9.10am**
- **Reception** drop off at **9.20am**
- **Nursery** drop off at **9.30am**
- **Any family who missed their 'time slot' – after 9.30am but please ring office to inform them of your arrival first**
- **Keyworker and vulnerable children** who are in **Years N,R, 1 and 6** to be dropped off at **9am and go to bubble bases**
- **Y2-Y5 Keyworker and vulnerable** drop off **9.00am**

Pick up times

- **Nursery – 12.30pm**
- **Reception - 2.40pm**
- **Year 1 – 2.50pm**
- **Year 6 – 3.00pm**
- **Keyworker and vulnerable children - 3.15pm**

Please note – at this point we are only able to offer morning sessions (which will include lunch) to Nursery children due to the rules around staff staying in Bubble groups with the same children.

W/C 22nd June - Year 6
 W/C 29th June - Reception
 W/C 6th July - Year 1

We will contact families at a later date regarding Nursery children.

Please read and sign the important home/school/child agreements before the start date and send it in with your child on their return.

We have been told there are no immediate plans for the remaining school year groups to return yet, so online work/communication will continue as normal.

Take care,
 Ann Naylor (Acting Headteacher)