

St Mary's Catholic Primary School



Plan for Return to School Autumn Term 2020

Introduction

- The UK Government (HMG) have instructed that all children will return to school in the Autumn term
- Due to COVID-19, the return will require a number of adjustments to how the school operates – this is to ensure the safety of everyone; pupils, staff and parents alike
- The purpose of this pack is to provide clarity on what the new arrangements will be and what pupils and parents must do to ensure the school remains safe for everyone
- All arrangements are underpinned by a detailed Health and Safety risk assessment
- Any questions are to be directed to a member of staff or the Headteacher

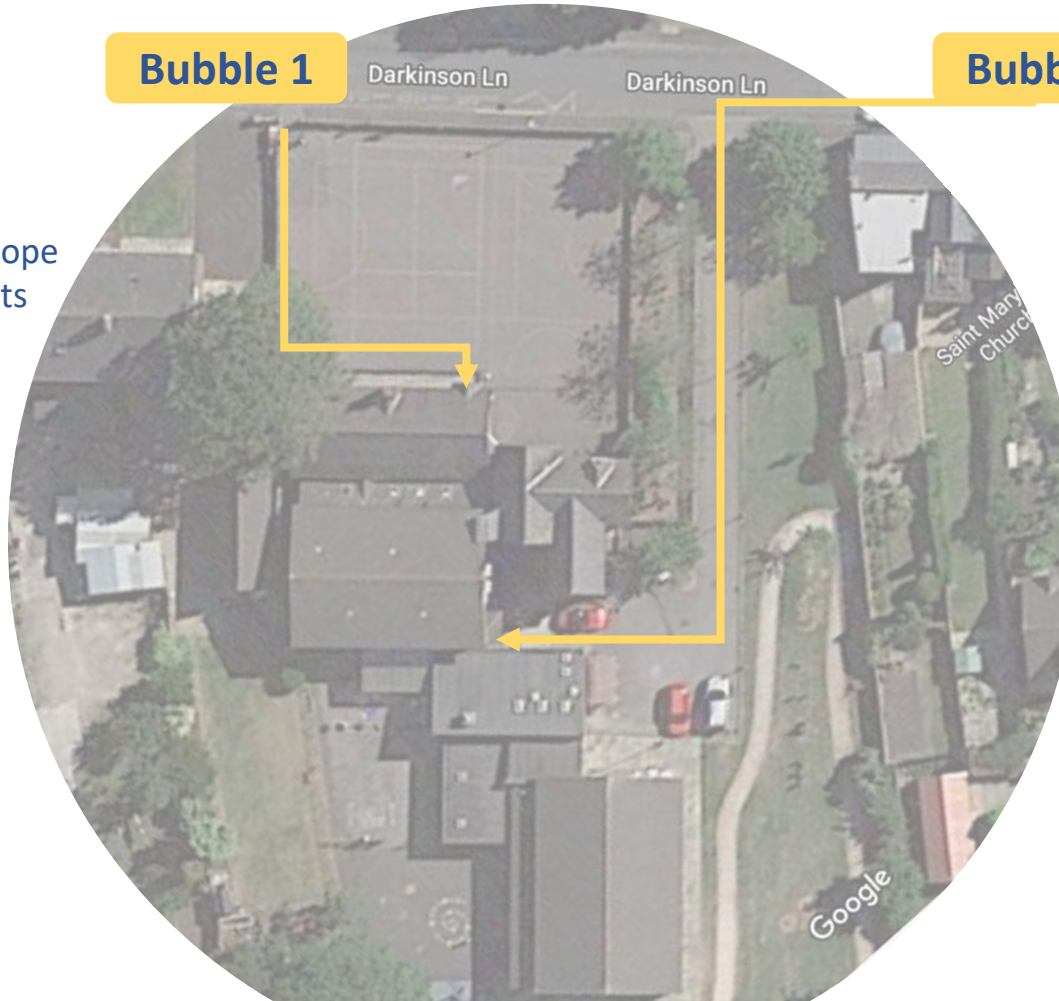
Key Points

- School enhanced cleaning regimes will remain in place and children to wash their hands regularly as per HMG advice .Pupils are asked to bring their own hand gel
- The school will operate in 'Bubbles' – each class will be a bubble:
 - Bubble 1 = Class 1 – Reception and Year 1
 - Bubble 2 = Class 2 – Year 1 and Year 2
 - Bubble 3 = Class 3 – Year 3 and Year 4
 - Bubble 4 = Class 4 = Year 5 and Year 6
- If possible we will remain 2m apart but recognising this is not always possible, other changes will be made to minimise risk, e.g. *Desks facing forward, staggered start/ finish times*
- Bubbles are not permitted to interact or cross over:
 - Pupils and Staff will remain in their respective bubbles throughout the school day
 - Timings for the school day will change slightly to ensure that bubbles are not all arriving/ leaving at the same time

Routes In – KS1

- ARRIVE – 09:00
- Enter via front gate
- Enter Class 1 via front slope
- Wash hands in KS1 toilets
- LEAVE – 15:15

Bubble 1



Bubble 2

- ARRIVE – 09:00
- Enter via rear entrance
- Wash hands in KS2 toilets
- Go to Class 2 via corridor
- LEAVE – 15:15

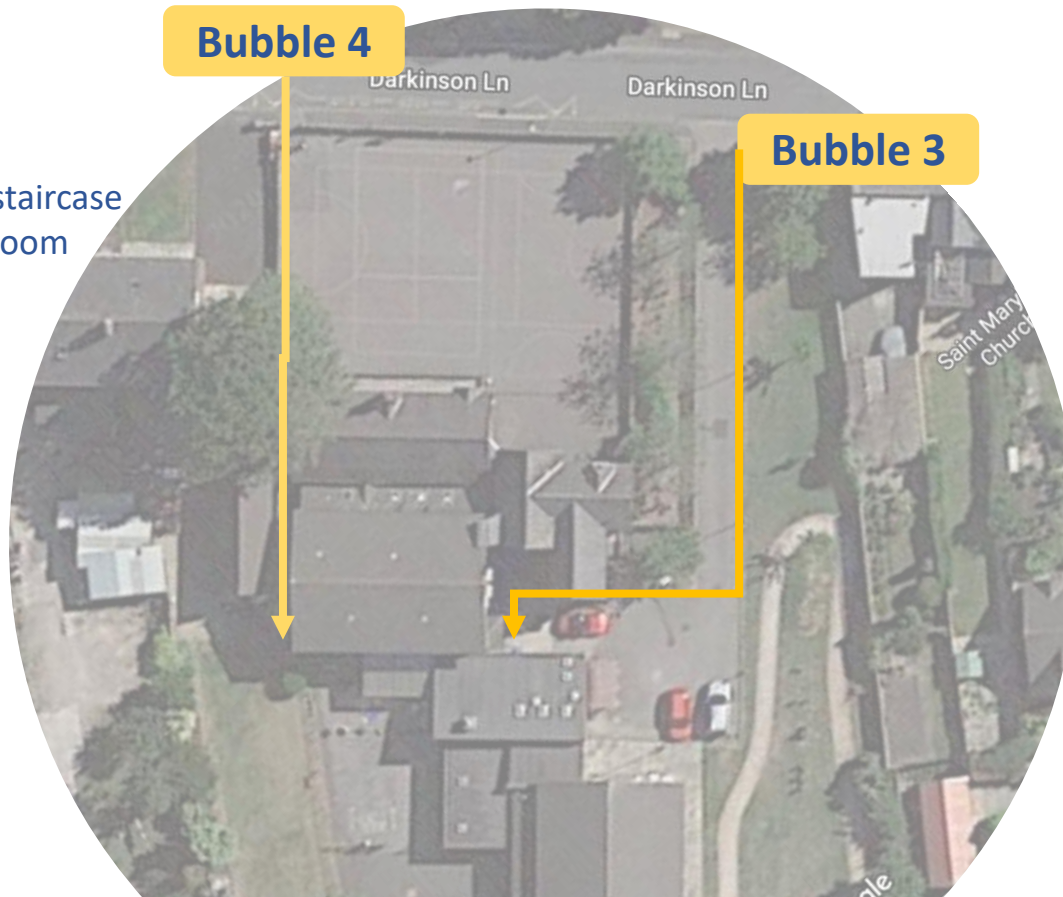
Pupils will be greeted by staff members as families cannot enter the school grounds.

Start and finish times MUST be adhered to strictly to ensure safety

Families can park on the Smith's Arms/ Church carpark. We ask families to adhere to social distancing and refrain from gathering in groups.

Routes In – KS2

- ARRIVE – 08:45
- Enter via front gate
- Enter Class 4 via fire staircase
- Wash hands in class room
- LEAVE – 15:00



- ARRIVE – 08:45
- Enter via rear entrance
- Wash hands in KS2 cloaks
- Go to Class 3 via main stairs
- LEAVE – 15:00

Pupils will be greeted by staff members as families cannot enter the school grounds.

Start and finish times MUST be adhered to strictly to ensure safety

Families can park on the Smith's Arms/ Church carpark. We ask families to adhere to social distancing and refrain from gathering in groups.

Breaks and Lunch times

- Pupils will have break times and lunchtimes within their Bubble.
- Lunches will be eaten in classes. For pupils eligible for Universal Free School meals (classes 1 and 2) and Free School meals the school Kitchen will provide a 'grab bag' meal. If you wish to order a school meal this will be a hot/cold 'grab bag' only.
- Pupils must limit what is brought into school to only essential items; A hat, coat, small school bag, hand gel, water bottle and packed lunch only
- All stationery items will be provided in school, these will be specific to each child and not shared.
- Pupils will wear full school uniform

Before School, After School Club and Extra Curricular clubs.

- To ensure to the safety and well being of our pupils and staff and ensure pupils do not 'Cross Bubbles' we will not be able to offer any additional clubs for the first half term this includes Before school and After School club wrap around provision
- For Enrichment and Curriculum support Pupils will still have access to Coaches within their Bubbles
- This will be reviewed and any changes will be communicated in due course.

Frequently Asked Questions

- Will the school bus be running ?
 - At present we expect this service will run as usual. As this service is external to school we cannot prevent pupils from 'Crossing Bubbles'. We expect that Pupils will sit on one side of the bus only and may only sit with siblings or those within their Bubble. It is our expectation that pupils using this service will wear a face covering/mask. Whilst we realise this is not statutory for their age it is safety recommendation. Pupils must be shown how to safely remove and dispose of a mask upon arrival. We thank you for supporting us with this matter.
 - ** A questionnaire will follow and Specific details around the bus will be provided in due course **
- My Child's Bubble closes at 3.00 can they still get the bus ?
 - Yes, they will be directed to a safe area to wait for the bus to arrive at school at 3.15pm

Frequently Asked Questions

- My children are in two different Bubbles can they just arrive together and come in the same way?
 - No. Whilst we appreciate this is challenging, such plans are in place to ensure everyone's safety and to ensure that we are following guidance. It may be necessary that one child waits in the car etc. with you until their Bubble opens. We must remind families of the need to socially distance outside of the school grounds.
- Will Celebration Assembly take place ?
 - No. Unfortunately assemblies or large gatherings which would require adults and pupils to cross bubbles or gather in a large group will not be possible. Again, this will be monitored and should advice change this will be shared. Pupils will be celebrated within their Bubbles and will still receive Awards. Certificates will be emailed to families each week.

Frequently Asked Questions

- I need to pay in dinner money, Can I come into the office ?
 - No. We would ask that money is put in a sealed, clearly labelled envelope and given by the pupil to the Teacher who will ensure it reaches the office.
- I have medication for my child, can I bring this in?
 - Yes. Pupils are not permitted to carry medication so we would ask you to bring this to the office. Please buzz the intercom and once inside you must adhere to the designated social distancing markers. No more than 2 adults are permitted in the entrance Foyer at any time. As per medication policy we can only accept medication, in original packaging that has been prescribed.

Frequently Asked Questions

- I have a reading book can I return this ?
 - Yes. We would be very grateful if you could return the books loaned at the start of lockdown so we can ensure our stocks are maintained. To ensure we are following guidance these books will be safely stored for 72 hours before being returned to the class libraries.
- Will reading books be sent home?
 - No. To ensure we are following guidance initially we will only be able to keep reading books in school. Again we will review this regularly. All Pupils will be given access to online reading books and activities. Further details are on our website on both the Pupil class pages and New starter pages
- Will I receive a newsletter?
 - Newsletters will be available on our School Website and certificates will be emailed home.

Frequently Asked Questions

- **How can I communicate information to my child's class teacher?**

-If you have important, urgent information you need to share please contact the office by telephone. Any other information you wish to share can be communicated by email to your child's teacher.

- **What can I do if I need a food parcel during the summer holidays ?**

- Vouchers will be circulated prior to closure and food parcels can be obtained from “**Share-It!**” food bank, at Holy Family Church, Whitby Avenue. You will see the “**Share it!**” sign on the door at the side of the church hall rather than the church itself. If you do not have a voucher you can simply turn up and self refer.

Alternatively you can contact svp@standrewscottam.org.uk (full details on St. Andrew's Church Website) and they will be happy to help.

Thank you

- These are challenging times for everyone however, we hope that you can see the detailed planning and efforts that have been made by the staff to make the school as safe as possible for everyone.
- These measures only work if everyone plays their part. Please do follow the Government guidance and the requirements set out in the plan as by doing so we can keep everyone safe and our school open.
- We would encourage you to explain to your children, prior to returning to school in September. This will help alleviate some anxieties and help the transition back to school to be smooth
- As the Government advice changes we will of course keep this document updated accordingly and keep you fully informed
- If you have any questions please contact a member of staff by email so that we can assist.
- On behalf of all the staff and Governors we wish you a lovely Summer break and we look forward to welcoming you all back in September. Thank you for your ongoing support.