

Dear Parents and families,

**Re: All children returning to school on Thursday, 3<sup>rd</sup> September.**

We are glad to say that the current plan is that all children will return to school in our school on Thursday, 3<sup>rd</sup> September. Nursery and Reception class return dates may differ slightly – those teachers will be in touch with you directly.

We look forward to welcoming all children and families back to school, including those families and children new to the school.

Below is a summary of procedures which will be in place when we re-open. We will be in touch again over the holidays to remind you of these procedures and to advise if there has been any change to them.

These procedures are based on Government guidance for full opening in September and our school risk assessment with the aim being to keep children in small groups or 'bubbles' isolated from other groups while in school. The idea is that children stay in those bubbles all day and work with the same small number of adults, including teacher, teaching assistant and break supervision staff. Children will be mixing with children in their own group but not with children from other groups. This includes during their break times and lunch times. In our school, bubbles will be based on year groups so your child will spend their time during the school day only with children from their year group.

There is no expectation that children effectively social distance from others within their bubbles which is why it is important that we keep these bubbles and those who work with them apart to lessen the probability of transmission of COVID 19 between groups and so we know who is in each group if any issue arises.

**How do I drop off my child in the morning?**

Where you drop your child off will depend on which year class and year group they are in in September.

- Nursery – Come to Gate 3 (up the walkway by the dentist's) – the usual Nursery Gate.
- Children in Reception class – Come through Gate 1 (the main front gate) and round to the Reception playground where staff will meet your child and bring them in.
- Children in Class Reception/Year 1 (Mrs Patel), Year 1 (Miss Collins), Year 2 (Miss Shannon) and Year 3 (Mrs Read/Miss Shanahan) - Come to Gate 4 (up the walkway by the dentist's and where Year 1 usually drop off). You will drop your children off there and staff will lead your children to class.
- Children in all other classes – Come through Gate 1 (the main gate) and then out through Gate 1 or Gate 2 (across the Reception playground and into the walkway by the dentist's). Please follow staff instructions about which gates to exit.

Parents using Gate 1 to drop off can drive through gates and around the drop off circle as usual.

All children not in Nursery will go straight into class from 8.30am so please drop your children off between 8.30am and 8.50am.

### **How do I pick my child up at the end of the day?**

Nursery – Come to Gate 3 (up the walkway by the dentist's) – the usual Nursery Gate – where you dropped your children off in the morning.

Children in Reception class – Come through Gate 1 (the main gate) and round to the Reception playground where staff will meet you with your child. Please exit through Gate 2 (across the Reception playground and into the walkway by the dentist's). Please follow staff instructions about which gates to exit.

Children in Class Reception/Year 1 (Mrs Patel), Year 1 (Miss Collins), Year 2 (Miss Shannon) and Year 3 (Mrs Read/Miss Shanahan) - Come through Gate 1 – the main gate. (This is not the gate you dropped the children off at in the morning) Walk up around to your children's classroom exits and exit through Gate 4 (the gate at which you dropped your child off in the morning).

Children in all other classes – Come through Gate 1 (the main gate), pick your child up and then out through Gate 1 or Gate 2 (across the Reception playground and into the walkway by the dentist's). Please follow staff instructions about which gates to exit.

Please be patient with us for the first few days as children and parents get used to children's new classes, entrances and exits. There will be any staff on hand to help.

All children not in Nursery will be let out of class at 3.15pm. This is later than the current partial closure end of day.

Please leave more time than usual to drop off and pick up your child as these procedures may make it take longer than usual. Please be patient with us as there will be a time period before all parents and children are used to their new classes and drop off/pick up arrangements.

### **Will lessons be back to normal?**

Yes. Children will be working a full timetable with their teachers. At the beginning, teachers will be spending time on informally assessing where children are as many children will have had differing educational experiences during partial school closure. Teachers will be able to plan effectively for your child when they know where they are. The focus will be on Reading, Writing and Maths initially.

A certain amount of time will be spent on re-establishing routines so children know what is expected and to enable them to settle in and feel secure. There will also be time spent on new procedures including handwashing and hygiene.

It is possible that some children will feel anxious returning to school where they have been off for a long time. We have found with the children who have returned that they have settled in well and started working effectively after a week or two. Provision and support will be in place for those children who need it on their return to school.

If you wish to provide us with any information on your child's time off school which may be relevant to their return, please email their new teacher (who will email you so you have their email) or to this email address giving your child's name and new class teacher's name.

### **What if I need to speak to a teacher?**

Please do not approach classroom doors. Please email the teacher. Your child's new teacher(s) will email you over the Summer holidays so you will have their email(s). They can then mail or phone you as necessary.

### **What about drinks, snacks and lunch?**

Your child will need to bring with them all drinks and snacks that they will need for the day.

If you want your child to have a packed lunch, they should bring it in the morning.

Kingswood will be providing hot and cold dinners from 3<sup>rd</sup> September. Please register and/or order online at <https://www.kingswoodcatering.co.uk/> which is the usual web link.

This includes for children from Reception to Year 2 who are entitled to Universal free school meals. If your child is entitled to Free School Meals and they are not in Reception to Year 2, you must also book with Kingswood.

Kingswood will send the meals (including hot meals which will come in trays) into school packed in boxes for each year group bubble and the children will have their meals in classroom with the packed lunch children. There will not be whole school lunch in the hall. If you have any queries regarding Kingswood, please contact them via their website or phone 01536 201203.

### **What else should my child bring from home?**

Please do not send your child in with any stationery, including pencil cases. They will be provided with their own set of everything they need.

### **What about uniform?**

Your child must wear school uniform.

Please see our website at <https://st-monicas.co.uk/information/uniform-and-dress-code/> for a list of uniform.

Our uniform suppliers are taking orders online at <https://uniformcity.co.uk/st-monicas-catholic-primary-school-en-3/>

### **Can my child bring their mobile phone and drop it off at the office as usual?**

No.

### **What if I need to speak to somebody in the office?**

Please do not visit the office in person. Please email the office on [stmonicas@stmonicas.co.uk](mailto:stmonicas@stmonicas.co.uk) or phone 01908 606966.

### **What about PE kit?**

Children should bring their PE kits into school as they will need them. They will be doing mainly outside PE in September so please ensure they have outside kit.

Please see our website at <https://stmonicas.co.uk/information/uniform-and-dress-code/> for a full list of PE kit.

### **What about Rainbow Club – wrap around care?**

Rainbow Club will re-open on Thursday, 3<sup>rd</sup> September, and will run during its usual hours i.e. from 7.30am before school and until 6.00pm after school.

There will be some amendment to their procedures. Mrs Murphy, who runs the club, will email all registered parents over the holidays with updated procedures, including how to drop off and pick up your children.

You can see our website at <https://stmonicas.co.uk/information/wrap-around-care-rainbow-club-school-sports-club/> for more information on Rainbow Club wrap around care.

You can register and/or make bookings from now for your child at <https://stmonicascatholicprimaryschool.schoolipal.co.uk/>

### **Will there be sports clubs after school?**

No. There will not be sports clubs after school for at least the first half term. If you need care for your child after school, please consider using Rainbow Club as above.

### **Will there be peripatetic music teachers in school?**

No. There will not for at least the first half term. Mrs Cockerill has contacted parents directly who may be affected by this.

### **Should I keep my child at home if they have an underlying health condition?**

The vast majority of pupils will be able to return to school. Normal attendance rules are to apply.

A small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19)

Shielding advice for all adults and children will pause on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19).

This means that even the small number of pupils who will remain on the shielded patient list can also return to school as can those who have family members who are shielding. Please read the [current advice on shielding](#)

Some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school (usually at their next planned clinical appointment).

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we will offer them access to remote education, including work to do at home.

Please let us know as soon as possible if you think your child may fall within this.

### **What happens if you think your or your child may have symptoms of COVID?**

- (a) If you or your child have symptoms, please see <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus>

The main symptoms of coronavirus are:

- high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- loss or change to your sense of smell or taste – this means you have noticed you cannot smell or taste anything or things smell or taste different to normal.

If you have one or more of these symptoms, you must self-isolate straight away for 7 days – or longer if you still have symptoms other than cough or loss of sense of smell/taste.

(b) or have tested positive in the last 7 days

Do not come into school or send your child in. Please inform the school if (a) or (b) above apply.

### **What happens if somebody becomes unwell at school with symptoms of COVID?**

Children will be sent home and advised to follow ‘Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’, <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

Public Health England is clear that routinely taking the temperature of pupils is not recommended.

### **How do I book a test for COVID and how does NHS Test and Trace work?**

Information on booking a test is at <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

Staff and pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit.

You must provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace.

You must [self-isolate](#) if you have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19).

Anyone who displays symptoms of coronavirus (COVID-19) should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet.

#### You should let the school know of the results of a test:

- If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- If someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or lack of smell or taste can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

Where the school becomes aware that someone who has attended has tested positive for coronavirus (COVID-19), we must contact the local health protection team who will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious and ensure they are asked to self-isolate.

## **Is there any Government guidance for parents on the re-opening of schools?**

Yes, including at:-

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

## **How can I prepare my child for return to school?**

Please go over handwashing procedures with them as often as possible e.g.

<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>

## **Will school definitely re-open to all children on 3<sup>rd</sup> September and do I have to send my child in?**

It is looking very likely that they will. We will let you know in the unlikely event of any change.

You are expected to send your child to school in September unless they are isolating due to COVID or have underlying health issues as above. In either event, please let the school know as all children are expected to be here and normal attendance rules apply.

Please let us know if we can be of any further assistance at this time and please be patient as we get used to our new arrangements from September. If you have any questions, please contact me on this email address or your child's teacher by email.

Kind regards,

***Mr O'Malley***

***Headteacher***