

St Mary's C.E. (A) School
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Headteacher: Mrs S M Hall BA (Hons), QTS, NPQH;
Deputy Head Teacher: Mr R Selby BA (Hons), PGCE;

9th July 2020

Dear Parents/Carers,

Re: September – Full return to school

I would like to begin by thanking all parents and carers for their continued support of St Mary's. I am firmly aware this is a challenging time for everyone and appreciate those that have worked with the school community in their efforts over this unprecedented time.

I am writing now in relation to the full return of all year groups to full time education from Wednesday 2nd September 2020. Government guidance has now been issued that allows schools to return children to full time education in larger bubble sizes lifting the current restrictions we have in place. This letter is lengthy as the logistics of returning to school in September are complex and detailed. There are some details regarding the transition for all year groups and Year 6 farewell send off. I suggest you sit yourself down and get yourself a cup of tea before reading.

In the past few weeks, over 90 children have been attending school. The protective measures which school have put in place, in order to keep people safe, have been working well and we are extremely confident that the principles, routines and strict hygiene measures have provided an effective working model for our September return.

From September, children will work in class size bubbles, in their separate classrooms and they will not be mixing with other classes during the school day. Please see below for specific guidance on arrangements for the school day from September. Large whole school gatherings and class assemblies where parents are invited into school will not take place at this time but we will review the guidance regularly and adjust the arrangements as and when we are able. Assemblies will be carried out in class groups as will any presentations of certificates and rewards for good behaviour and learning throughout the week.

Start of the School Day

Government guidance has indicated that staggered drop off times are needed in order to ensure social distancing and reduce the congestion of adults around the school site. Therefore, we have organised the following staggered start times.

- **Reception, Year 1 and Year 2** to enter school via the **large playground** at **8.45 am**
- **Year 3, 4, and 5** to enter school via the **large playground** at **9.00 am**
- **Year 6** to enter school via the **main office entrance** at **9.00 am**

All children need to be dropped off by **one adult only** at the **time specified** at the school gate. Please ensure that you are strict with this in order to ensure that congestion of adults around the school site are kept to a minimum. Please also be respectful of the need to continue social distancing at this time.

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Sibling groups

If you have a sibling throughout the school that has a different scheduled drop off time, then please send both children in at the earlier drop off point. Siblings will also leave school at the time of the younger sibling.

Staff will be on the playground to welcome your child on their return and to guide them to their lining up position on Wednesday morning. On drop off, we respectfully ask all parents and children to adhere to social distancing at all times and to have practised a good hygiene routine before leaving the house.

End of the School Day

We have organised the following staggered pick up times.

- **Reception, Year 1 and Year 2** to be picked up from the large playground at 3.00pm
- **Year 3, 4 and 5** to be picked up from the large playground at 3.15pm
- **Year 6** to be picked up from the main office entrance at 3.15pm

Staff will be there to organise hand over but please do be respectful of the social distancing at the school gates.

Attendance

Education at school from September is not optional and the government will be reinstating their procedures and a parent's legal duty to ensure that their child attends school. We understand that some parents may still have concerns and children may feel anxious about the return. Please do contact your child's class teacher should you need further support with this or the office if you need further questions answering about the return to school. The admin staff will direct your query accordingly. On 1st August, the government will pause its advice for vulnerable people to shield, **if** there is a continued decline in coronavirus transmission rates. This means that pupils affected by those rules should be able to return to school but please get in contact if you wish to discuss this further.

Visitors to school

Although it is not usually St Mary's way, parents and carers will not be permitted on the school site. If specific consultation is needed between a parent/teacher, please call the main office on 01457 872 264 to speak to a member of the office team, who will pass on any messages or arrange for a consultation or telephone call.

School dinners

Due to the organisation of staggered lunchtimes and the logistics of the use of the hall at lunch time for many different groups, school has elected in the first instance to continue with packed lunches only, that will be eaten in the classroom and supervised and supported by their individual midday supervisor.

If your child normally has school dinners, a packed lunch will be provided by the catering team. All children in Reception, Year 1 and Year 2 are entitled to a school lunch under the Universal Free School meals offer and this will continue throughout next year. Children in other year groups are able to purchase a school packed lunch. If you do not wish to purchase a school dinner, please send your child into school with a packed lunch either in a disposable bag that can be thrown away at the end of lunchtime or in a container. Do not send in rucksacks or any other bags.

Your child will receive a new school water bottle that has been kindly donated by the PTFA at the beginning of the school year. Please ensure this is filled with water only and returned on a daily basis.

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Uniform

There will be an expectation that full uniform will be reinstated from September and details of this can be found on the school website or obtained from the school office. Simply School Wear in Greenfield, stock all our school uniform.

Classroom organisation

As per government guidance, in the majority of classrooms, children will be seated in rows, facing the front and will have their own individual pencil cases and equipment that they will use throughout their lesson activities. Children will not be socially distanced in the classroom.

Break times and lunch times

These have been planned so that all pupils can be separate from other year groups. We have staggered these times so that each class only mixes with the pupils in their group and key stage. They will have their own allocated time and space to use the school grounds and their own equipment boxes. Pupils will be monitored by a midday assigned to their class. During lunchtime unless the weather is kind, the children will eat their packed lunch in their classrooms, at their own desk. If having a school lunch, this will be delivered to their classroom. This is in order to reduce the amount of people affected should an infection occur as if there is a confirmed case, localised or year group lockdowns may be necessary. Should this occur, public health will be advising school on the advice given to parents and the community.

Midday Staff Team

We regret to inform you that Mrs Goodwin Hardwick resigned at the end of last term but delighted that our site manager Mr Allsopp will join the midday team from September.

The following middays are linked to each class

Reception	Mrs Kelly
Year 1	Miss Peasley Griffin
Year 2	Mrs Rawsthorne
Year 3	Ms Owen
Year 4	Ms Smith
Year 5	Mrs Shaw
Year 6	Mr Allsopp

Hygiene and Cleaning

To reduce the risk of cross contamination or transmission, each pupil will have all of the tools and resources they need for the day, allocated to their seating area, before they return. **Pupils must not bring in extra resources, books or bags.** All frequently touched surfaces i.e. door handles etc. will be cleaned throughout the day. A thorough and robust clean will be undertaken each evening. Internal doors will be kept open, to avoid physical opening and closing of doors and external classroom doors will be kept open (wherever possible) to ensure good ventilation of classrooms. Windows will be kept open at all times during the day. We will have sufficient soap in every toilet and 'handwashing' breaks have been timetabled into the day (on entry; before and after break; before and after lunch; on exit) as well as whenever necessary (e.g. after using the toilet, before and after the use of PE equipment etc.). We have installed sanitising units throughout the school but pupils are permitted to bring their own hand sanitiser if parents choose to provide this.

Class teachers for the Academic Year 2020/21

As we will not be able to have our normal 'move-up' afternoon this year, where children get to spend time with the teacher they will be having next year, teachers will instead be recording a short video and transition document that will be uploaded onto google classroom and the school website in due course. This will include a staff welcome, introductions and how to prepare for next year. Please look out for these.

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The class teacher arrangements for next year will be as follows:

Reception	Mrs Egan
Year 1	Mrs Kent
Year 2	Mrs Potts (M-W) Mrs Wray (Th-F)
Year 3	Mrs Parkin
Year 4	Ms Cuerden
Year 5	Mrs Blackburn
Year 6	Mr Selby (M-Th) Mrs Kipling (F)

I am sure you will join us in thanking Ms Wilkinson and Mrs Meadham for the work that they have done for the school in the last academic year and wish them well in their future plans. Mrs Kipling will be taking up the role of class teacher covering Mr Selby's leadership time on a Friday each week.

Curriculum

In September, Government guidance allows schools to modify their curriculum substantially at the start of the academic year. School staff will be assessing all pupils' starting points and address gaps in their knowledge and skills which will inform any changes we will need to make to ensure all children continue to reach their potential.

For pupils in early years, the focus will be on the prime areas of learning, including communication and language, personal, social and emotional development and physical development, addressing gaps in language, early reading and maths, particularly ensuring children's acquisition of phonic knowledge and extending their vocabulary.

For pupils in KS1 and KS2, the focus will be on identifying the gaps and re-establishing good progress in the 'essentials' (phonics and reading, increasing vocabulary, writing and mathematics).

The Department for Education is planning on the basis that statutory primary assessments will take place in summer 2021, although it has delayed the introduction of the new reception baseline until September 2021.

Before we start teaching our curriculum, we will be ensuring that all pupils are emotionally settled and feel secure at school. It will be useful to ensure you let school know if your child has any anxiety about returning to school, health anxieties either for themselves or a family member, separation anxiety and or bereavement. Consider whether there have been any significant incidents during lockdown that we need to know about.

We will be offering all pupils when they return to school:

- Time for them to talk about their experience in lockdown
- Where appropriate 1:1, supportive conversations with staff
- Lessons and activities focused on mental wellbeing and staying safe
- Positive opportunities to renew and develop friendships and peer groups
- Reintroducing 'learning and how to learn' and building children's confidence as learners

Diamonds Before and After School Club

As you will be aware, during the peak of the pandemic, we have been unable to provide a before and after school club service. However, government guidance now outlines that we will be able to continue to deliver this service. This will be available from Wednesday 4th September from 7.30 – 9.00am and 3.00 – 6.00pm. Diamonds will still service children from all year groups and be organised so that children are part of small consistent groups to minimise the contact with others. Strict social distancing will be implemented at all times during this provision and a significant amount of this provision will be delivered outside. All the infection protection and control measures that in place within school will be implemented in the same way at Diamonds.

Extra-curricular clubs

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Unfortunately, extra-curricular clubs will not take place during the first half of the Autumn Term but we will keep this under constant review.

Reports for the academic year 19/20

Parents will receive a modified report based on teacher assessments up to the point of closure on 23rd March and predicted attainment for the end of the school year. This will be received at the end of next week. If you need to speak to the class teacher regarding your child's report, please contact the office to arrange a consultation.

Year 6 final farewell

We are keen to allow our Year 6 children to come together for a final farewell to celebrate the end of the learning journey with St Mary's and plans are currently being finalised and will be communicated in a separate letter to Year 6 children early next week. Please be patient but rest assured, we will be marking this occasion.

Administration

To aid the office staff in the organisation of a number of items around school lunches and in the planning of our Diamonds provision, please can all parents click on the following link to answer a few questions so that we have the information that we need for September.

<https://forms.gle/pEhrqe112pBF6RJxZ>

What do we need from you?

- 1- Read the information carefully. Particularly note the drop of and pick up times and places. Share this information with your child
- 2- Click on the above link to answer a few administrative questions to aid the office staff in their preparations for September
- 3- Continuously monitor your child's health and keep them at home if they show any symptoms of Coronavirus. Follow the 'suspected symptoms' advice and let us know as soon as possible.
- 4- Follow the social distancing guidelines when dropping/collecting your child.
- 5- Do not let your child bring any unnecessary items to school – they will not need anything other than themselves and weather dependent protection (coat.... labelled sun cream.... Hat), packed lunch where appropriate, water bottle and reading bag.

We hope that this letter provides all the information that you will need for us to welcome your child back to school in September. We are so looking forward to having everyone return. If you do have any further questions, please do not hesitate to contact school as soon as possible and we will endeavour to provide further information.

With very best wishes,
Mrs S M Hall
Head Teacher

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