



# OUR LADY STAR OF THE SEA PRIMARY SCHOOL

## ***School reopening information from the Headteacher for Y2 pupils:***

Dear Parents/Carers,

**School reopening:** Year 2 pupils – 6<sup>th</sup> July 2020

On the 6<sup>th</sup> July we would like children in Year 2 to return to school for the last two weeks of term. This will allow the children to meet up with their class teacher and learn some of the new routines we now have in place at the school.

### **Plans for dropping off and collection of children.**

The arrangements from 6<sup>th</sup> July will be:

#### ***Monday to Friday:***

#### **Drop off times:**

- Year 2 children (Class 2) – 8:40-9:00am

#### **Drop off arrangements:**

The school will be operating a one-way system.

Parents are required to:

- Ensure that only one parent/adult drops children off at school
- Stick to the drop off times allocated for your child's Year group
- Enter the school via the pedestrian entrance near the main vehicle entrance – follow the one-way system – handing your child over to teaching/support staff – then departing via the vehicle school gates (no cars will be allowed to enter during this time).
- Leave the school premises immediately after handing over your child
- Social distancing is required on the school premises at all times (markers will act as guides)

Children in Y2 will be escorted to Class 2 where teaching will start promptly at 9:00am.

**Monday to Thursday:**

**Collection times:**

- Year 2 (Class 2) – 3:00 – 3:10pm

***School will close after lunch each week on a Friday afternoon in order for deep cleaning to take place.***

**Friday Collection times:**

- Year 2 (Class 2) – 12:15- 12:30pm (*Children will have an early lunch.*)

*Due to the current situation parents and visitors are not allowed to enter the school building unless prior arrangements have been made. We request that any parents who wish to speak to the school office or staff do so by telephone or e-mail.*

**Collection/pick up arrangements:**

The school will be operating a one-way system.

Parents are required to:

- Make sure only one adult comes to the school to collect their child/ren
- Stick to the pick-up times allocated for your child's Year group
- Enter the school via the upper pedestrian entrance (one nearest the car park) – follow the one-way system – this will lead you down the bank towards the school.
- Stand on 'mat' (designated areas) positioned on the pavement leading down the bank – these will be 2m apart
- When children come out of the school they will stand with their class teacher until they are sent forward to their waiting parent
- Once children arrive at their parent's position – both parent and child must then promptly proceed out of the school grounds – this will be across the zebra crossing located at the bottom of the bank, passed the office block and through the lower pedestrian gate.

Obviously, no school can guarantee that the reopening is risk free from the COVID-19 virus, or that social distancing is constantly maintained, however, we will endeavour to establish a safe and caring working environment which follows DfE and Durham County guidelines in order to safeguard parents, pupils and staff.

A risk assessment has been carried out by the school. To this end, classes will be smaller than usual, with no more than 15 children in each class.

***In response to concerns raised by a parent:***

- When children return to school, they will be taught by the teachers, not just supervised. Those children not attending school will receive work via the Class Dojo. Children in school will be allowed to use any equipment necessary for them to develop their learning and this equipment may be specifically allocated to individuals

or if for group use it will be regularly disinfected. New books and stationery will be allocated to all attending children.

- Breaktimes and lunchtimes will be staggered so that small groups of children will access the school yards and dining hall.
- The school has no intention of creating a hazard warning zone within classrooms and areas will not be taped off – staff will inform children of class rules and procedures as usual, and will create a positive, friendly learning environment. Where possible Key Stage 1 pupils will be working both inside and outside of the classroom as normal.
- All children will be expected to follow the Behaviour Policy/school rules and be mindful of the feelings and safety of others in the school.
- *What if my child gets upset on returning to school?* I wish to assure all parents that staff will take care of all pupils and comfort them as necessary. We hope to ensure that children returning to school have a positive experience and continue to see school as a safe, caring environment. To help us in this regard, parents need to prepare the children by talking positively about returning to school. Once in school, parents need to encourage their child/ren to enter the school and go with their class teacher/teaching assistant – please do not hang on to children. The preparation that parents put in place is vital to the success of reintroducing young children into school. If parents are anxious – the children will be anxious.
- There is no expectation that staff will be wearing masks or other PP Equipment in or around the school. However, PPE will be available for staff to use when they are dealing with an accident or serious illness (as appropriate to the situation). All accidents will be dealt with as normal by a member of staff with First Aid training and no child will be expected to deal with accidents by themselves. The school takes it's Safeguarding seriously and children returning to school will be well looked after and well supported.

#### **Parents are requested to:**

- Ensure that children come to school each day **in clean uniform** and wash their hands before leaving the house.  
Staff will ensure that children wash their hands on entry to school and at regular intervals throughout the school day.
- Inform the school if their child or anyone else in their household develop any symptoms of COVID-19 – and follow the Public Health England guidance of self-isolating for 7 - 14days.  
In response to this situation the school will inform other parents that the class and their teachers are required to self-isolate for 14 days.

- Make sure that their child does not bring personal items eg. toys, pencil cases ...etc into school - only essential items are needed for that day – this will be provided by the school.
- Keep to designated time slots for ‘dropping off’ and collecting children to and from school – **do not** enter the school grounds prior to your assigned times. This will support the smooth running of the school and will help limit adult to adult contact on the school premises.

Ensure that children are ‘dropped off’ and collected by a parent. Walk to school if possible.

*The school gates will be secured at the beginning of the day once the last group of children arrive in school – it is therefore important that children arrive in school on time.*

- School dinners continue to be cooked on site. However, if your child is bringing their own packed lunch into school then please ensure that packed lunch boxes are thoroughly washed and wiped with anti-bacterial spray when they arrive home.
- Remind children to wash their hands when they get home and change out of their school uniform.



*Timetables may need to be changed as more children return to school – we will update everyone of any changes and request that you support us in our plans to successfully reopen our school.*

**Parents must follow the government advice to protect both their home and school.**

I hope everyone is keeping well and following the ‘Stay at Home’ guidance – please continue to *social distance and limit contacts.*

Best regards,



Miss J. Jones (Exec. Headteacher)