



'Being the best we can be with God'

St Lawrence CE Primary School
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22nd May 2020

Please note that National Government Guidance for Reopening Schools changes often and this information will be updated in accordance.

National Government 5 Key Tests:

- 1) To protect the NHS
- 2) To see sustained falls in the death rate
- 3) To see sustained and considerable falls in the rate of infection
- 4) To sort out the challenges in getting enough personal protective equipment to the people who need it
- 5) To ensure that any measures do not force the reproduction rate of the disease – the R – back up over one

Dear Parents/Carers,

As part of national social distancing measures to limit the spread of coronavirus (COVID-19), schools closed and since 23 March 2020, education and childcare settings have only been open to priority groups (vulnerable children and children of key workers):

As well as offering face-to-face provision for those able to attend, our school team have worked to support the remote education of those who have been staying at home.

We want to get all children and young people back into education as soon as the scientific advice allows because it is the best place for them to learn, and because we know how important it is for their mental wellbeing to have social interactions.

We have now been asked to start the phased re-opening of our school and you will be aware that we have been asked to begin to open from June 1st at the earliest, for Reception, Year 1 and Year 6 pupils. We also have been asked to continue to provide for children of Key Workers, children with EHC plans and vulnerable children.



We are now in the process of planning for a reopening of the school on June 2nd. In order to do this we are following the Government guidelines and planning document. The guidance naturally allows for some local variation depending on each school's circumstances. Working closely with other local schools, all have different plans to bring children back to school safely. This is dependent on space and staffing and the requirements of the guidance in respect of social distancing and group sizes. The safety of our community is paramount and in order for us to do that effectively we will operate a phased approach for the pupils.

Unfortunately, we are not able to accommodate Year 6 and Year 1 at this point due to capacity of staff. This may change as we progress and we will aim to give them some time together in school before the end of term if at all possible. At St Lawrence we are therefore asking the children of Key Workers to return on June 2nd along with our Reception pupils.

You will already have informed us if you wish your child to have a place in the Reception, Year 1 or potential Year 6 class, or you are a Key Worker requiring a place for your child. As we are unable accommodate Y6 and Y1 you may be able to access the key worker group now providing you have a letter confirming your key worker status. If this is the case please email Amanda Care at a3091@taw.org.uk by Tuesday 26th May at 12 noon along with your confirmation letter of key worker status. We will confirm a place by email by Friday 29th May in time for the 2nd June start date.

Based upon the numbers we already have and the projected numbers we will be organising the children across school into two Key Worker groups (A) and (B) and a Reception group. All groups will be welcomed back to school on Tuesday 2nd June.

If your child is not in one of those groups, or you have chosen not to send your child back to school, we will continue to upload weekly tasks via SeeSaw that will further complement learning at home. Further information on how this will be managed can be found on the weekly Newsletter.

Attendance

Many parents have indicated that they will not be bringing their child back to school as they do not feel that their child is safe. It is important to know that parents will not be fined for non-attendance at this time, and schools and colleges will not be held to account for attendance levels.

If the Government cannot satisfy that all the 5 Key Tests have been met, school will not reopen but instead the care provision will continue for vulnerable children and those with parents who are key workers. Care provision is not available for children of non-key working parents who have returned to work.

Safety



As part of the plan to 'Stay Alert' to defeat the Coronavirus, we are being asked to follow safety guidance to reduce transmission by regular handwashing, good respiratory hygiene, social distancing as much as possible, avoiding large groups and mixing up groups. We will follow the Government guidelines on Coronavirus safety and much work is going on to secure this, including a risk assessment drafted with the support and agreement of the Local Authority which will be available on the school website when the work is complete and before we can open.

Social distancing will be complied with amongst the adults in the school. The government guidance does identify that social distancing in primary is not easy and not possible amongst the reception children, but we will implement measures to support the children with this.

We will do all we can to reduce the risk of transmission in line with the guidance. However, we cannot say that children or staff will not be infected with coronavirus and neither can we prevent an outbreak in school. The decision to return your child to school is yours.

Breakfast and Afterschool Clubs

There will be no after school clubs or breakfast/after school childcare available until social distancing has come to an end. Acorns will not be running at this time.

Dropping-off and Collection

If you choose to send your child to school, they must attend every day. The school day will be staggered to ensure your children can be handed-over and collected safely. All children attending school need to be accompanied by an adult to and from school. If it is possible for you to come without your partner and other children, it would be most helpful in preventing overcrowding and the risk of transmission.

Drop-off

9.00am – Key Worker A (Pupils will be identified in the follow up letter)

9:10am -- Key Worker B (Pupils will be identified in the follow up letter)

9:30am -Reception

If pupils have a sibling, the older sibling will need to come in with their Reception sibling.

Social distancing markers will identify the 2m spacing for queuing into school along the path.

Collection

3.00 pm -Reception

3:10pm – Key Worker A (Pupils will be identified in the follow up letter)

3:20pm -- Key Worker B (Pupils will be identified in the follow up letter)

If pupils have a sibling the older sibling will come out with the younger sibling.

Pupils will leave classrooms and wait on the playground at designated markers exiting at the main gate on to the car park once a member of staff has seen the relevant parent. Parents and carers will be required to social distance on the car park and markers will be in place to support this so that you are safe and secure. Please leave as soon as you collect your children to reduce the potential contact and transmission.

School Travel Plan: please use the School Travel Plan in respect of parking off site and walking. Do not drive onto the carpark please, unless you have an agreed arrangement with the school.

Please collect your children promptly: staff will need to leave the site as soon as possible to enable extensive daily cleaning to take place.

Equipment and belongings

We ask that children in Reception come in PE kit with their school polo shirt and jumper or cardigan: dark coloured track suit bottom and trainers, they may need their coat too. All of the Key Worker children will need to attend in uniform as usual. PE times will be established in the first week and on that day or days, pupils will attend school in PE kit as listed above for Reception. Please ensure hair is tied back as usual.

When it is warm, children can bring a hat and please apply sun cream for them before arriving at school. If you choose to send your child in with a packed lunch from home it will need to be in a bag that can be thrown away at the end of lunchtime as we will not be able to store boxes in the usual manner and we would like to reduce transmission of the infection. Children will keep their coat on the back of their chairs and keep their lunch with them. Please ensure that children can open the containers and packets in the sandwich box unaided. They will also need a water bottle that they can open themselves for refilling with their name on it. These will be refilled regularly throughout the day but there will be no access to watercoolers or fountains.

As all children will be accompanied to and from school by an adult, there is no need for mobile phones in school. Please do not send your child in with any other belongings other than a coat and lunch (if required). Children will be given their own writing equipment and stationery which only they will use.

Even though children have worked tremendously hard at home, please do not send in any of the work that has been completed at home. There is no need to provide anti-bacterial wipes or gel. We have pump action hand gel dispensers for every classroom and a rigorous cleaning

system in place throughout the day. Please let the office know if your child is unable to use hand gel.

Keeping safe

During the day, if a child feels unwell we will follow the government guidance: children will be isolated immediately and we will contact you to come and collect them. Please do not send your child to school if they or someone in your family have COVID19 symptoms or any ailment that demand medicine or medical treatment in school. Asthmatics can attend as long as they can use their spacer and inhaler with supervision but not intervention. PPE is not expected to be worn by our pupils and will not be used by any member of staff apart from those who will be administering First Aid. If we feel the medical issue or injury occurs is such that we cannot keep your child in school, we will contact home.

Communicating with school

Let us know immediately if your child has been directly affected by the illness or loss of a loved one through COVID19 and will need additional emotional support in school. Some children may have developed anxieties related to the virus too and it would be helpful to know about this so we can be prepared to help ease their concerns.

Please ring the office if your child is going to be absent and we are expecting them to be attending school and immediately if your child has presented with COVID19 symptoms. For all other enquiries please ring between **9.45am and 11.30am** but before you do, please check that the information you require has not been communicated in this or other letters we have sent home, all of which will be on our website. Class teachers will be teaching full-time and they will do their utmost to respond to any queries and questions but please be patient. Contact us through the school office on a3091@telford.gov.uk. The office can be accessed if vital but social distancing must be observed so we can only allow one person into the reception area at a time. There will be markers outside to enable everyone to safely keep 2 metres apart.

For any other urgent matters in the afternoon, please call between **2:30pm and 3:00pm**.

Break times and Lunch times

The children will be able to access a packed lunch prepared in the kitchen but they will eat in their classrooms at their desks (or outside if the weather is good, much like we usually do). Packed lunches from home can still be brought into school as normal but as we mentioned earlier, these do need to be in a disposal bag that can be thrown away after they have eaten. We prefer payments for lunches to be made remotely through the catering website, rather than sending envelopes into school. If you need help with this, please email the office for information.

There are no Universal Infant Free School Meals at this time. If you are not eligible for free school meals then they will need to be paid for.

Throughout the day we have planned for time outside and some PE sessions; there will be lots of time provided for having fun and relaxation activities during the day and these will be staggered to reduce the mixing of pupils and staff and reduce transmission.

Free School Meals

Free School Meal vouchers will continue to be provided during half -term. Those pupils in school will receive a packed lunch along with the rest of the children in the usual way.

Payments

We will not be taking any payments in the office from here on in. All payments for lunches will need to be made online as explained above. We will not be taking uniform orders at present. If children grow out of uniform in this time, please select a suitable, similar alternative that does still fit. This includes shoes and trainers.

Curriculum

As we start back, there will be opportunities for children to talk about their experiences over the last weeks and opportunities for one to one discussion if necessary. We will teach children explicitly about social distancing and hand hygiene. Children will be taught a modified curriculum of English, Mathematics, Reading, Religious Education, Singing and Physical Education.

In addition to our Behaviour Policy, we have followed the guidance which requires schools to provide an addendum relating to unacceptable behaviour relating to the threat of COVID19. This will be available on our website and will explain that threatening to, or deliberately cough, sneeze or spit at anyone is totally unacceptable as it is potentially life threatening.

Secondary Transition and Reception New Starters

If we are able to invite Y6 back before the end of term, we will do our best to make their last moments in Primary as much fun as possible and focus on developing readiness for secondary school. We will provide you with any information regarding transition arrangements as soon as we are clear about processes for this. In the meantime, some secondary schools are making links with their Y6/7 transition pupils and parents. Please check the website of your secondary school for more information. In the meantime, Mrs Standish will contact all Y6 pupils and parents to share plans for home learning and transition to Y7.

If your child is due to start school in September Mrs Moore will be in contact with parents by telephone as our usual nursery visits will not be able to go ahead as usually planned.

School Trips

All trips are cancelled for now. We are making enquiries about return of monies paid.

School Reports and Parent/Teacher Meetings

As the children have not completed a full school year, our traditional school report format will not be used. Instead, all class teachers will complete a shorter version of the end of year report recognising that this only reflects progress and achievements until lockdown on March 23rd. There will not be Parent/Teacher meetings this year unfortunately.

Toileting and hand washing

Where children have toilet accidents and require intimate care we will not be able to change them. The staff response to such an occurrence will be handled sensitively and in a supportive manner, but this is a potential high risk for staff. We will ring home and ask you to collect your child.

Children will be able to access school toilet facilities in a supervised and supportive way with regular cleaning with up to only two children at a time using the facilities.

Cleaning

School will be thoroughly cleaned each night and there will be additional regular cleaning of surfaces, touch points, toilets and some equipment throughout the day.

School Closure

School will be fully closed during half term, May 23rd to May 27th, and on Monday May 1st for Staff Training on new ways of working. We will be re-opening on Tuesday 2nd June 2020.

Final Word

You must know that we can only do our utmost to ensure children, staff and parents adhere to our new ways of working. As we get used to it, there will be occasions when we momentarily forget ourselves especially as children are such social beings and we are a close team. It is close to impossible to ensure social distancing is adhered to by children but we will do all we can through our new systems, timetables and other measures to keep each other safe and well throughout this difficult time.

Useful links:

<https://www.gov.uk/guidance/help-primary-school-children-continue-their-education-during-coronavirus-covid-19>

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june>

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