



St. Lawrence CE Primary School

Executive Head Teacher - Ms. Helen Osterfield

Head of School - Mrs. Alison Moore

Friday 17th July 2020

Dear Parents and Carers,

We have now come to the end of what has been the most challenging and strangest year in education. What a year it has been! We cannot thank you enough for all your support, patience and kind words during this difficult time. Some weeks have been tougher than others but staff have really appreciated your engagement with SeeSaw and being able to keep connected has helped us all through. This week we have been overwhelmed with cards, gifts and kind words and we would like to say a massive thank you for your generosity.

It has been an extremely tricky time for all our pupils, but for our Year 6 pupils there has been an additional challenge. We are completely empathetic about the mixed emotions our leavers are experiencing, both excitement and trepidation about their new journey to secondary but also the sadness of leaving their primary school, which holds special memories. Sadly, we couldn't offer a full return for our Year 6 cohort but this week we welcomed them back for two full days of fun activities including an 'Arthog Outreach' activity morning and a special leaving assembly on Thursday morning, where there wasn't a dry eye amongst the staff! I would like to give a special mention of thanks to Mrs Standish, Mrs Sankey and Mr Al-Asmar who have worked exceptionally hard over the last few weeks to make the celebrations for Year 6 as special as possible.

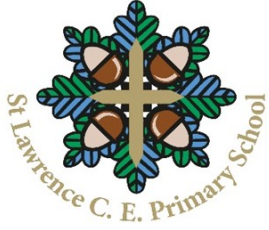
It is with a heavy heart that we say farewell to our wonderful Year 6 cohort. We wish all of them a wonderfully, happy future and hope they embrace all the opportunities that are available to them. As well as saying good-bye to the pupils' we also lose the support of six families who have been with us on the St. Lawrence journey. I would like to personally thank these parents and carers who have contributed to the 'St Lawrence family' and wish you all the very best for the future.

We will be welcoming back **all** our pupils on Thursday 3rd September 2020, please read the letter attached highlighting details of the procedures and processes for a safe return for all members of our school community. The comprehensive Risk Assessment for September 2020 on the reopening of St. Lawrence can be found on the school website. I would like to draw your attention to the 'Recovery Curriculum Policy' which can also be found on the school website.

As we look ahead to the new academic year I foresee a new and exciting journey awaiting, albeit slightly different to what we are used to! With your continued support and our delightful pupils to teach I know that St. Lawrence will always be a very special place to be. All that is left to say is have a wonderful, fun filled summer with your families and make the most of the precious time together. We welcome the pupils back in to school on Thursday 3rd September, bright eyed and bushy tailed!

With our very best wishes

Mrs Alison Moore and the team at St. Lawrence.



Farewell to Year 6



Leaver's Poem

This leavers, is not so different to before
We remember, we smile and we celebrate all
Today no church but God's presence still near
We feel him in church and we feel him right here

Because here at St Lawrence, the school, we so love
It's a beautiful day and the sun shines above
Our wonderful field - our backdrop today
Years of memories to take on your way

So here on our field, you're sat with your friends
Great friends are forever...friendship never ends
Our message to you as you fly our nest
Is never give up, work hard, ALWAYS try your best

Because someone has to be the next sporting sensation
Scientist, Astronaut, Leader of our nation
So follow your dreams and nurture them too
Because you're all amazing and why can't it be you..

As you leave us today, surrounded by balloons
It's never goodbye; it's just 'see you soon'
Go out there, show everyone how wonderful you are
Because we have no doubt that you'll all go very far

Written by Mrs Standish

Dear Parent / Carer

This is a message for parents about school attendance from September 2020.

Telford & Wrekin Council are working in partnership with all schools across the Borough to welcome all children back to school in September following several very difficult months for parents, children and schools. We would like to say a heartfelt thank you to parents for the work you have done in ensuring your child/ren have received education during this period. We have heard of many cases of parents often in very difficult circumstances who have done their very best to support their child's learning whilst schools have been closed to most pupils.

Some children have been fortunate to have attended school during the lockdown. This may have been because they are the children of critical workers or are vulnerable children, or because they are in the year groups which began a phased return from 1st June.

We are sure parents are delighted that schools are re-opening to all pupils in September 2020 and children can return to their usual routines and benefit from and enjoy all that is on offer to them at school.

The government have pledged significant financial support following this unprecedented closure of schools, to allow schools to begin to address any gaps in learning for children. All children will benefit from this focused approach to teaching, particularly during the first term from September.

In March when the coronavirus (COVID-19) outbreak was increasing, the government made it clear that no parent would be penalised or sanctioned for their child's non-attendance at school as schools were then closed to all but those specific groups of pupils.

Now the circumstances have changed and the measures taken by the government have meant that children can safely return to school. It is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on their education, wellbeing and wider development. We know that children have not only missed out on learning but also missed being with their friends and the wider social aspects of school.

Missing out on more time in the classroom risks pupils falling further behind. Those with higher levels of absence tend to achieve less well in both primary and secondary school. **Therefore, the Department for Education have confirmed that school attendance is compulsory again from the beginning of September 2020 when schools re-open after the summer break.**

This means from 1st September 2020 the usual rules on school apply, including

It is a parents duty to send their child to school regularly if they are of compulsory school age

It is schools' responsibility to record attendance and follow up absence

The local authority is able to resume the use of legal sanctions, including penalty notices and processes that may lead to prosecution in court for persistent absence.

If you have any concerns about your child returning to school when they re-open in September you should discuss your concerns with the school directly. The school will be able to offer reassurance about the protective measures they have in place, and all schools work closely with health and other agencies who may also be able to help if needed.

In addition, the local authorities view is that it would not be advisable to take your child out of school for a family holiday or other term time leave once schools re-open, as your child could miss out on the focussed additional support for pupils to close the gap in learning missed during the period of lockdown. If any parents are considering taking their child out of school they must request the leave by following the schools 'request for leave of absence' procedure, allowing ample time for the Headteacher to consider if there are exceptional circumstances. The more regularly your child attends school, the more they will be able to benefit from teaching and catch up. Any leave that is unauthorised by the school may lead to Penalty Notices being issued.

After so much disruption to your child/ren's education over recent months, the most important thing is that schools and parents work together to get children back into school. The school is ready to listen so please contact them if you have any worries and they will try to help you.

We wish you and your child all the best for the coming academic year.



Other News...

ACORNS BREAKFAST AND AFTER SCHOOL CLUB

We have been in touch with Zoely and she has informed us that Acorns will be running fully when we return in September.

She will be sending out a newsletter in the next couple of weeks to inform you about all the arrangements that will be put in place for the club.

She would like to take this opportunity to wish you all a fabulous summer.



SCHOOL UNIFORM ORDERS

Due to the circumstances at present we are not allowed to take any orders for school uniform before the end of term.

There will be an opportunity for you to order school uniform in the first two weeks back in September. In the mean time, if your child grows out of their uniform, a plain navy cardigan or sweatshirt will be acceptable until orders are taken





IMPORTANT INFORMATION FOR STARTING SCHOOL IN SEPTEMBER 2020

Please note that National Government Guidance for reopening schools may change and circumstances may change too, therefore this information will be updated in accordance.

Dear Parents & Carers,

We have now almost completed our planning for a full opening of the school and welcoming back all age groups on Thursday September 3rd. In order to do this, we are following the new Government guidelines. The guidance naturally allows for some local variation depending on each school's circumstances. Working closely with other local schools, all have slightly different plans to bring children back to school safely.

Attendance

The regulations and procedures around attendance return to normal with attendance being compulsory and the usual tracking and reviewing of attendance will begin again. Non-attendance will be followed up by the usual procedures and penalty fines may be issued. The school will work with the Education Welfare Officer, Mrs T. Elliott, and the Local Authority attendance team to ensure good attendance (more than 90%). The message from the Government guidance is as follows:

The Department for Education have confirmed that school attendance is compulsory again from the beginning of September 2020 when schools re-open after the summer break.

This means from 1st September 2020, the usual rules on school attendance apply, including:

It is a parents' duty to send their child to school regularly if they are of compulsory school age;

It is schools' responsibility to record attendance and follow up absence

the local authority is able to resume the use of legal sanctions, including penalty notices and processes that may lead to prosecution in court for persistent absence.

Please see the attached message from the Attendance Team.

Of course, the usual procedures are in place if a child is ill; phone the school in the morning before 9:30am, to let us know. If you do not let us know we will make a safeguarding call to check that all is well. If your child, or anyone in your home is displaying any Covid 19 symptoms, please inform school immediately.

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/ use of hand gel (please inform the office if your child cannot use hand gel), good respiratory hygiene and social distancing as much as possible. We will follow the Government guidelines on Coronavirus safety. A full revised and updated risk assessment for opening in September has been drafted with the support and agreement of the Local Authority and Governing Body and will be available on the school website shortly.

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.

The classes have been organised in bubbles with their staff. Classes 1 (Rec/Y1) will work together with Mrs Moore and Miss Fisher as class teachers on a job -share arrangement, support will be from Teaching Assistants Mrs Jenkins, Mrs Kynaston and Mrs Pollard. Class 2 (Y2/Y3) will be taught by Mr Al-Asmar with support from Mrs Leon (HLTA) and Teaching Assistants Miss Tyson and Miss Edwards. Class 3 (Y4/5/6) will be split most of the time with Mr Warpole teaching Y4 with the support of Mr Matthews our Sports Apprentice and Y5/6 will be taught by Mrs Standish with Mrs Sankey as Teaching Assistant. At certain times during the day, for example lunchtime and break times Class 3 will operate as one bubble following national guidance.

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

Acorns will be working from September for breakfast and after school care. They will operate KS1 and KS2 bubbles to mirror the ways of working in school and to minimise mixing of children. To support the bubble working, the setting will have more limited provision. Please contact Zoely Jones if you need further information on booking a place or enquiries on mobile number 07866714647

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.

Drop-off

Here at St. Lawrence we only have one access point to arrive into school so a staggered start will be essential to minimise larger groups.

Arrival times

8.45am Class 1

8.55am- Classes 2

9:05am – Class 3

Where you are dropping off or collecting siblings, please keep to the allotted times. Due to numbers, this is the safest way for school to admit and return children. There may be some short waiting times. Please be patient and bear with us.

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

Collection

2.45 pm - Class 1

2.55pm - Class 2

3:05pm - Class 3

Pupils will exit through the main gate where they will be released to parents. Parents and carers will be required to socially distance on the school car park and markers will be in place to support this. Please leave as soon as you collect your children to reduce the potential contact and transmission. Please enter the school car park via the pedestrian gate and then leave via the transport gate to avoid interaction.

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

School Travel Plan

Please use the School Travel Plan in respect of parking off site and walking. Do not drive onto the car park unless you have an agreed arrangement with the school.

Equipment and belongings

We will be back to uniform in September, with black shoes and hair tied back if it is longer than shoulder length. On PE days- and we will let you know this at the start of term-we ask that children attend in their PE kit with their school sweatshirt: dark coloured track suit bottoms, school PE t-shirt and trainers with their school jumper or cardigan on top and they may need their coat too.

When it is warm, children can bring a hat and please apply sun cream for them before arriving at school. It might be helpful to have a cool pack in your child's sandwich box if they choose to bring sandwiches as we will not be able to store boxes in the usual manner. Children will keep their coat on the back of their chairs and sandwich boxes with them. Please ensure that children can open the containers and packets in their 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, including their book bag/PE bag, reading books or homework book. Children will be given their own writing equipment and stationery which only they will use.

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 each 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 check their temperature with the non-contact hand held thermometer. If it is above normal we will follow the government guidance: children will be isolated immediately and sent home. 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 **9.30am 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 but 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 matter in the afternoon, please call between **2:30pm and 3:00pm**.

Break times and Lunch times

Lunches will need to be a packed lunch, this can either be one prepared from home or one ordered from the kitchen. At this time, we will be not offering a hot school meal provided by the kitchen. The children will eat in their classrooms at their desks (or outside if the weather is good, much like we usually do). 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.

Universal Infant Free School Meals will continue as normal for KS1 children. 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.

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.

Curriculum

As we start back, there will be opportunities for children to talk about their experiences over the past term 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 broad Recovery Curriculum with a focus on wellbeing, English and Mathematics, Reading, Religious Education and Physical Education but including all elements of our usual curriculum. Our Recovery Curriculum offer is available to view on our school website. We will be carefully assessing the pupils on their return to identify aspects of learning that may require more attention. When we know more from National Government, we will implement the necessary catch up as required.

We are also required to offer a remote curriculum for any children who are not in school for particular health or other reasons. This will be based on the current Seesaw platform and will use the Oak Academy resource and supplementary materials.

Once we return to school in September there will not be the continuous provision on SeeSaw that has been in place during the lockdown. However, we are going to use SeeSaw for communication with homework tasks as it has been a very successful system and offer during this time and we want to build on the good work we have already achieved with this platform.

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.

School Trips

All trips are cancelled for now.

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. Our youngest pupils who are able to manage themselves with small accidents are asked to bring 'spares' in a small plastic bag. Otherwise we will ring home and ask you to collect your child.

All children will be able to access school toilet facilities in a supervised and supportive way with up to only one child 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.

Final Word

You must know that we will 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. We thank you all for your continued support.

H. Osterfield

Helen Osterfield
Executive Head Teacher

Alison Moore

Alison Moore
Head of School