



# Atherton Sacred Heart RC Primary School

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**RE: The return to school for all pupils at the beginning of the Autumn term following the school's partial closure due to the coronavirus (COVID-19) pandemic.**

Dear parents,

I hope this letter finds you all well.

I am writing to inform you of the steps we will be taking to fully reopen to all pupils this September and share what you need to know to help your child prepare for their return to school in the new academic year.

Please note: All schools are being tasked with having contingency plans in case of any 'Bubble', school, local or national lockdowns. **Please have a plan in place should we have to partially or fully close school at any point in the future.**

We understand that the return to school is vital for your child's education and wellbeing; therefore, we will ensure that all pupils can return in the Autumn term and do so safely. While the risk to children becoming severely unwell due to coronavirus is considered to be low, we will continue to put social distancing and infection control measures in place, in line with the results of the relevant risk assessments, to help keep all members of our school community safe.

During the Summer holidays, please help your child(ren) to maintain good hand hygiene practices and routines and discuss with them the need to social distance from adults.

## **When the school will reopen**

The school will reopen fully on Wednesday, 2<sup>nd</sup> September, 2020. This is applicable to all pupils in all Years 1 through to Year 6, and any previous arrangements to limit school places during the coronavirus pandemic will no longer be in effect. Reception parents, you have already received information relating to your start times for the first 2 and a half weeks.

## **Attendance**

Attendance for all pupils is mandatory from the beginning of the Autumn term, including for pupils who have, so far, been advised to shield at home (new information). Pupils who are self-isolating due to quarantining or presenting with symptoms of coronavirus, or have been exposed to somebody presenting with symptoms of coronavirus, must not attend school until the self-isolation period has passed or they test negative for coronavirus (for those quarantining, then it is the specified days at the time of returning). If your child presents with coronavirus symptoms, the self-isolation period is seven days; if a member of your household presents with coronavirus symptoms, the self-isolation period for your child is 14 days.

Pupils who cannot attend school at the start of the Autumn term due to sickness or self-isolation requirements will be educated remotely. All absences must be reported. If this circumstance arises, the school will discuss with you how your child can access remote education. If you are going on holiday and are required to quarantine, please email the school office to inform us in advance. Please see this week's newsletter and the section on Google Education Suite for more information.

## Getting to school

The school will be using staggered starting and finishing times until further notice, to allow for effective social distancing and infection control. As previously communicated, we have amended our times, taking into consideration the close proximity of our neighbouring school, to help keep you all safe. Please see the table below for information on when we expect groups of pupils to arrive at school and when they should be picked up. For those with more than 1 child at school, please choose one time slot for all your children to drop off and pick up. Siblings and room locations have been considered when considering the staggered starts.

Group	Arrival time	Drop Off	Pick-up time	Pick-up
Year 1	8:55 am	Main School Gate	3:25 pm	Classrooms As per usual
Year 2	8:55 am	Main School Gate	3:25 pm	Classrooms As per usual
Year 3	9:05 am	Main School Gate	3:35 pm	Rear Entrance to school (near the hall)
Year 5	9:05 am	Main School Gate	3:35 pm	Front of school
Year 4	9:15 am	Front Office	3:45 pm	Rear Entrance to school (near the hall)
Year 6	9:15 am	Front Office	3:45 pm	Front of school

**Breakfast Club** will run from 7.50 am until 8.50 am.

Cost £ 3.50 or £ 2.50 without breakfast.

**After School Club** will run from 3.25 pm until 6pm.

Cost £7. 50 until 6pm (includes tea time snack) or £ 3. 00 until 4.45 pm.

Childcare vouchers can be used for club payments

Places must be booked in advance as we must adhere to strict groupings. Places are limited. More information to follow during the holidays, once guidance has been clarified and routines agreed with the different unions.

It is imperative that you adhere to these timings and don't arrive early, especially the first group as we must limit numbers on site.

If, for any reason, you are unable to pick up or drop off your child during these allocated slots, please contact the school office as soon as possible.

## **Infection control and social distancing measures as of September**

It is important that we maintain proportionate infection control and social distancing measures when we welcome back all pupils and staff from the start of the Autumn term. To ensure everyone's safety, we will be enforcing the following as part of our risk management plan:

- Anyone who is unwell and displaying symptoms of coronavirus will be asked to stay at home for seven days or until a negative test result has been confirmed (Guidance on this may change over the coming months).
- Robust hand and respiratory hygiene practises will be encouraged and enforced.
- Enhanced cleaning will be undertaken as necessary, including cleaning any frequently touched surfaces throughout the day.
- The NHS 'Test and Trace' system will be actively used and followed.
- Limitations will be placed on the number of people staff and pupils encounter during the school day.
- Large gatherings will be avoided, e.g. assemblies and collective worship.
- Pupils will be grouped together and asked to remain in these groups.
- Contact between groups will be avoided where possible (Breakfast Club and After School Club will be closely monitored and managed – book in advance) .
- Classrooms will be arranged to allow for social distancing and desks will be faced forwards to minimise face-to-face interaction between pupils.
- Pupils will be asked to remain at least two metres away from members of staff, where practicable.

Should any of the above protective measures change at any time, including the need to close the school due to a local lockdown, we will contact you via email as soon as possible.

### **If your child becomes unwell**

If your child becomes unwell at school and develops a new, continuous cough, a high temperature, or a loss of, or change in, their normal sense of smell or taste, they will be sent home immediately. They will be told to self-isolate within the school and supervised, as necessary, until they can be collected. The school will contact you via telephone / text as soon as possible should your child need to go home.

Therefore, if we do not have your up-to-date contact details, please contact the school office as soon as possible to notify us of any changes.

If your child becomes unwell at home and is presenting with symptoms of coronavirus (listed above), we ask that your child does not attend school and instead stays at home for the next seven days or until they test negative for coronavirus. We encourage all parents whose child is presenting with coronavirus symptoms to get their child tested and, where required, their family.

Please contact the school office via telephone before 9:00am to notify us that your child will not be attending. We also ask that you notify the school office as soon as possible with the results of any coronavirus tests your child has undertaken.

### **How pupils will be grouped**

Consistent groups will be enforced when pupils return to school at the start of the Autumn term. We aim for this arrangement to help reduce the risk of coronavirus transmission by limiting the number of people pupils encounter throughout the school day. Enforcing strict group arrangements will also help us reduce the number of people who will be asked to self-isolate should a member of the group become ill with coronavirus.

From September, pupils will be grouped using whole-class groups until further notice. Groups will not be permitted to mix at this time, including during breaktimes and lunchtimes. Where a shared space is required, there will be at least a 2m gap between both groups and the room with full ventilation. We will continually review the effectiveness of enforcing these groups, as we understand this arrangement may present educational and logistical challenges.

Should any of the above group arrangements change at any time, the school will notify you as soon as possible, as this may affect your child's arrival and departure times.

### **Supporting pupils with SEND**

We understand that some pupils with complex needs may find this transition back into school and a new routine challenging or stressful; however, we are committed to supporting each individual pupil fully as they return to school. To help support pupils with identified SEND transition back into school, the SENCO will meet to discuss additional provision which can be put into place, should you require it.

Please do not hesitate to contact the school office should you have any concerns specific to your child's identified needs in preparation for their return in the Autumn term.

We also understand that some of the protective measures identified in our risk management plan may not be suitable or practical for all pupils. We are, therefore, committed to helping all pupils stay safe as best we can and working with your child to help encourage good hand and respiratory hygiene and social distancing practices.

We will continue to provide educational and care support as normal to pupils who require it.

### **Catering arrangements**

The school kitchen will be fully open from the start of the Autumn term and will serve both hot (limited menu) and cold food. Free school meals (FSM) and universal Free School Meals (Reception, Year 1 and Year 2 pupils) will be provided as normal.

Pupils will be asked to remain in their designated groups at lunchtime. Infection control and social distancing measures will be enforced during lunchtime and we ask that pupils do not

share food, utensils, or cups at this time. School utensils will be disposable. More clarification and guidance is expected to help schools plan for and manage a staggered lunchtime. When available, more information will be shared.

## **Educational visits**

From the start of the Autumn term, schools may resume any non-residential educational visits that are within the UK; however, overnight and overseas visits will not take place until further notice. Protective measures will apply to all permitted educational visits, e.g. pupils will remain in their groups. We have no visits planned for Autumn Term 1.

## **School uniform**

The Department for Education have made it clear to all schools that they expect all pupils to wear school uniform from the beginning of the Autumn term. Please see the school website for our uniform policy.

We are mindful that these arrangements may not be possible for some parents who are facing financial pressures. We welcome you to contact school as soon as possible to discuss any alternative uniform arrangements in preparation for September.

Due to the limited space within school, additional items brought into school should be kept to a minimum. Ruck sacks or sports bags must not be brought into school. A 'reading' bag is acceptable, as these can often be stored in the children's individual trays. *We are currently looking at 'Home Reading' provision in light of Health and Safety procedures, so your child will not need a bag most days.* Packed lunch bags are fine.

For those children with medical needs and who may need a bag in school, please contact the school office and we can advise on an individual basis.

PE kits must be worn on allocated PE days. For those children in Reception, Miss Worrall will inform you of Reception routines during your individual meeting slot.

I would like to thank you for your continued hard work and co-operation during the coronavirus pandemic. We are committed to supporting you and your child as they transition back into a new school routine. Should you have any queries or concerns about your child returning in September, please contact the school office and we will be happy to discuss these with you.

We hope you and your family are safe and well.

Yours sincerely,

*S.McDermott*

Mr I.M<sup>c</sup>Dermott  
Head Teacher