



...Let us remember that, as many hands build a house, so many hearts make a school."

ST. PAUL'S CHURCH OF ENGLAND PRIMARY SCHOOL

17th June 2020

Dear Parents/Carers,

Please accept my apologies for the delay in replying to you regarding wider school re-opening.

Thank you to those families that replied to the questionnaire about their intention to send their child back to school, if the opportunity arose. It is positive to note that the majority of families feel we are putting enough measures into place to safeguard their children, in the current climate.

We are delighted that from Monday 22nd June 2020, we are able to admit **all year** groups into school. This is an incredible achievement for such a small school and one that could not be possible without the dedication and commitment of school staff. **If you have not replied to this questionnaire, unfortunately, we are now not able to offer a space to your child – as we have planned staffing and spaces on the numbers received.**

Details of drop off and pick up times are listed below, as well as the spaces and staff the children will be with. Inevitably, it has not been possible to place all children with their normal teacher due to the maximum bubble sizes of 15.

Year Group	Classroom	Drop off Time	Location	Pick up Time	Staff
Year 2	Beech	8.40 – 8.50	Middle Door – New Building	2.50 – 3.00	Mr Johnson
Year 3	Maple	9.00 – 9.10	Main Office Door	2.50 – 3.00	Mrs Franklin Mrs Keech
Year 4	Staff Room/ICT Suite	8.50 – 9.00	Main Office Door	3.00 – 3.10	Miss Craft
Year 5	Marquee	9.00 – 9.10	Marquee on Glebe	3.00 – 3.10	Mr Ledger

These arrangements allow your children to return to school for a 4 weeks before the summer holidays. As yet, we have no further details on summer opening or what this might look like, as always, I will write to you further, when information is available.

I have listed below the arrangements for re-opening that was sent out previously, all of this still applies:

- Year groups will not mix with other adults or children wherever possible, outside of their assigned year group and teacher, to try and reduce contact with others. We will aim to keep the adults the same for consistency, but of course this could be subject to change, for example, if they or a family member becomes ill.

- We will try to keep children apart, but as you may have already experienced, it is almost impossible for children of any age to keep a 2m distance; especially when with their friends and in an environment where this is not usually the norm. The day will be planned by teachers, involving use of the Oak National Academy lessons, Forest School and PE.
- We are not able to offer breakfast club, after school club or any extra-curricular clubs at this time, due to social distancing guidance.
- We understand that children have probably grown since March and in order to reduce the amount of changing and items being brought into school, from the 1st June, children do not need to wear school uniform and can wear loose comfortable clothing and footwear suitable for PE and Forest School.
- Please see below details regarding drop off and pick up times for your child; it is vital you are prompt for these timings, to maintain social distancing and ensure we are all safe at all times. If you arrive earlier than your child's start or end time, it is essential that you stay in your car until the correct time. I am also asking that only one parent at a time, drops off and collects to and from school. If you have siblings with you, they must stay with you at all times and not be running around the front of school, as would happen in normal circumstances - this will be enforced by staff. When the school re-opens, the Glebe will not be for public use, therefore can I ask that dogs are not brought onto the school site during this time.
- For parents and children waiting for entrance to the 'new building', building where Birch, Oak and Beech classrooms, there will be markings on the floor to indicate where you can stand, that are marked around the sensory garden. Children will be invited in one by one by a member of staff, have their hands sprayed with anti-bacterial gel and walk to their classroom. Parents will stay on the first yellow line to say goodbye and exit via the gates; a member of staff will be on hand to support with this. If you are entering school by the main office door or marquee, please line up adhering to social distancing.
- Your child only needs to bring in a water bottle and packed lunch, in a disposable bag. Toys, reading books, contact books, PE kits, rucksacks or anything else, cannot come in to school. Children will be provided with their own pencil case and equipment needed to reduce the sharing of resources.
- Children in Year 2 are still able to get a Universal Free School Meal, but this will be a packed lunch – no hot lunches will be provided. Principals Catering are able to supply a packed lunch for children where a lunch is normally paid for. If your child is bringing in their own packed lunch, please have a conversation with your child about not sharing their food, for example crisps. Ideally, this will be brought in a disposable bag but if not, when the box / bag returns each night, please clean all contents and the box / bag thoroughly.

To ensure the health and safety of all our children and staff, we ask you to follow the protocols below:

- Please check your child's temperature every morning; if above 37.5 degrees centigrade, do not send them in and ring the school to inform us.
- If your child has a cough or loss of smell or taste, please do not send them into school and ring the school office.

- If your child is absent for any reason, please inform the office as you would normally.
- Please ensure your child washes their hands before leaving the house with soap and water.
- Please talk to your child about social distancing and the importance of hand washing.
- Only one parent / carer to drop off / pick up children. Adult contact to be minimal. Staff are available to discuss queries or concerns over the telephone or email only, not in person, this includes the office staff.
- Please observe social distancing with all other parents at the gate, this is important for your health and safety and it models social distancing to your children. It is also important that once your child has been dropped off, that you leave the school and do not congregate on the pavement. This will allow other year groups to arrive.
- There will be signs in and around school encouraging social distancing – if you see these, please follow them and use them to educate your children.
- If running late and you miss your drop off time, remain at home and call the school office to have a designated arrival time given.
- Please stay in your car until your designated drop-off and collection time; this allows us to have fewer people on site at one time.

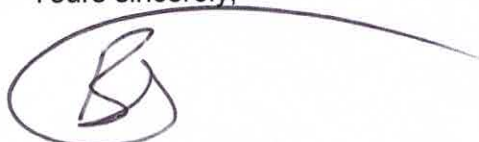
Staff at school are not required by the Government to wear Personal Protective Equipment, however some may choose to do so and this will be provided for them. If your child is wearing Personal Protective Equipment such as a mask, it is essential that these are provided by you. If your child is wearing a mask on their way to school, they will be required to change this before they come into school; cloth ones need to be double bagged and taken home by you and a new mask, provided by you, for the remainder of the day. Staff will be unable to support children with PPE, in terms of taking masks on and off.

I must make you aware that due to staffing, there **may** be days where we are unable to staff a year group back. If this is the case, we will let you know as soon as possible

All children, including key workers, will be expected back full time from Monday 22nd June. There will not be the opportunity to drop in and out of the week.

I am in school today and for the remainder of the week, please do not hesitate to contact me if you would like to discuss this further.

Yours sincerely,



Ben Hulme
Headteacher