

23rd February 2021

Dear parents,

I hope you have all enjoyed a restful half term break. We are now delighted to be welcoming everyone back to school, on Monday 8th March.

Following the updated national and local guidance, we are now able to share with you our full School Reopening Plan.

Whilst school can't resume in March as it was pre COVID-19, we continue to work exceptionally hard at creating a 'new normal' in which children can continue to feel comfortable, happy and ready to learn.

Thank you for your support and patience during these ever-changing times. We are extremely grateful to those of you who supported your children on Google Classroom; and also those of you who have continued to attend daily, due to key worker commitments.

Please read all of the attached advice carefully, to ensure a safe return for everyone. Google Classroom and key worker provision remain open as usual, until we all return on the 8th March.

Kindest regards,

Mr Hughes and Mrs Thorpe

St Mary of the Angels Catholic Primary School

School reopening plan, from 8th. March 2021.



Your child must not attend school if:

- They themselves are displaying any of the Covid-19 symptoms - a high temperature, a new, continuous cough - this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if they usually have a cough, it may be worse than usual), a loss or change to your sense of smell or taste - this means you've noticed they cannot smell or taste anything, or things smell or taste different to normal.
- They should stay at home for 10 days and contact NHS 119 by telephone to arrange a test. Please refer to the [Stay at home](#) guidance from the DFE.
- They themselves have tested positive for Covid-19. They must remain at home for at least 10 days from when the test was taken. If they develop symptoms during this isolation period, they must restart their 10-day isolation from the day they first developed symptoms.
- They live in the same household as someone who is displaying any of the Covid-19 symptoms outlined in 1 above. They should stay at home for 10 days from the first day after symptoms were displayed.
- They live in the same household as someone who has tested positive for Covid-19. They should stay at home for 10 days from the day the test was taken.
- Families should engage with the NHS Test and Trace process so that cases can be identified and action taken - this means if your child develops symptoms, you should arrange for them to get a test and you should inform school of the results of that test.
- Full COVID management details from NHS England can be found here: <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>
- Should any member of staff or student display Covid-19 symptoms on site, then they will be isolated and leave site as soon as possible.
- You must follow school advice in any cases of doubt. School staff have received extra training in this area.
- In the event of any confirmed or suspected cases of Covid-19, the school will liaise with the Local Authority and Public Health England and action all recommendations accordingly.

Uniform

- St Mary's will be returning to full school uniform in March.
- Please remember that logos and/or names do not need to be embroidered on polo shirts and jumpers.
- Black shoes are part of our uniform policy - not jelly shoes, trainers nor open-toe sandals.
- Please contact the office if you have questions or difficulties with uniform.
- On days when your child has PE, they will be expected to come to school dressed in their PE kits (white t-shirts, shorts/jogging trousers, trainers and school sweatshirt). They will remain in their PE kit all day and go home without changing. PE days will be confirmed by text soon.
- If PE days change, e.g. due to coaching commitments, parents will be given appropriate notice via text message.
- No PE kits or PE kit bags will need to be brought to school.

Face Coverings

- Currently, the Government and Public Health England do not recommend the use of face coverings in primary schools for students.
- Staff may be using face coverings at times, following national advice and safety guidance, to protect everyone.
- Anyone bringing children to school must wear a face mask on site. Plastic face shields are not classed as a mask - your mask should cover your nose and mouth, with a close fit, at all times.

School Day - drop off

- In order to reduce crowding, we have an extended morning 'drop off' time. **Please note the amended times. Children can be brought to school and handed over to the classrooms from 8.45am - 9.00am. School will officially start at 9.00am.**
- Between 8.45am - 9.00am, all children will have access to learning activities. Targeted support will be provided for identified children during this time as part of our wider 'catch-up' programme.
- Families are asked to enter school via the pedestrian gates and leave school promptly, without delays on the school premises.

Parents on site at drop off times

- Infant parents are allowed to enter the site and drop off pupils in the morning.
- If you only have junior children, leave them at the gate; they are used to entering the site on their own. Junior parents should not enter the site.
- Lower numbers of adults on site are strongly encouraged, due to current infection levels and the onset of new, more transmissible variants.
- After school, follow our collection policy below

School Day - collection

- At the end of the school day, children in KS2 can be collected by parents at 3.00 - 3.05pm from class. Children in EYFS (Reception class) and KS1 infants can be collected at 3.10-3.15pm. Children with parental permission to walk home independently will leave between 3.10 - 3.15pm.
- Families collecting children from multiple classes can collect all children **at the earlier time slot** (for the youngest child).
- Once children have been collected from their classroom, we ask that they stay with their parent/carer and leave the school premises promptly, without delay.
- The school gates will be locked at 3.25pm and parents are asked to ensure they have left the premises by this time. The play equipment remains out of use, for safety reasons.

Car Park

- The Local Authority have issued guidance that school should strongly promote their 'Active Travel' policy and we endeavour to support this as much as possible.
- A main priority of the Local Authority is to reduce potential adult to adult transmission. Large groups of adults on site present an unavoidable risk and therefore the over-flow car park will NOT be open in March
- Parking on site will only be for staff and blue badge disabled access.
- Parents are asked to park away from school and where possible walk or cycle to the site.
- We open the council-controlled playing fields off Rossmore Road before and after school for parking for those with no other transport options. You can park on the field and walk; it takes about 3 - 4 minutes, walking along the pavement to school from the field gate. Much safer than blocking the road with traffic.

School Site Navigation

- We will continue with our one-way pedestrian system until the COVID crisis is over.
- Parents are asked to follow the direction of the arrows that guide people onto and around the school site.
- Parents will enter the school site via the first pedestrian gate on Rossall Grove, near the field.
- Following the arrows may mean walking the longer way around our school building to collect your child from their classroom. Please be patient and follow these arrows to ensure we have a clear flow of pedestrian traffic around the school site.

One-way system

- Please ensure that you follow our one-way system. We realise that it may be inconvenient, but we are operating this system to try and keep everyone as safe as we can.
- When you arrive outside your child's class, there are **new queue barriers - parents must not enter these barriers, they are only for pupils.** Staff are not allowed to stand talking to parents at the class doors, due to the risks of adult to adult transmission.
- If you need to contact a member of staff, please email the office (admin@smota.co.uk) and your query will be directed to the relevant staff member. We promise to respond promptly.

Working Groups

- Children will continue to work in their normal class groups.
- These class groups will internally operate at normal capacity, meaning that children will be sharing equipment, sitting near to each other, working and playing together.
- Children in the junior classes will find that the tables are currently arranged in rows that face forward where this is possible.
- We minimise potential interactions between class groups by staggered lunchtimes and breaktimes. Currently there will be no whole school gatherings, e.g, assemblies. However, we have virtual assemblies as a whole school through classroom access to Powerpoint, Microsoft Teams etc.

Catch Up Programme

- We have implemented a multi-layered plan for a catch-up programme this academic year. This was explained in full to parents in our September briefings.
- Daily attendance throughout next year will be a crucial element of the catch-up programme and we would like to reiterate the earlier message of the importance of not taking holidays during term time next year. Further periods of absence following the extended national lockdown will impact on our capacity to help your child meet their potential.
- During the extended drop off time each morning, we will be offering bespoke support from 8.45am for children in different ways throughout this school year. If your child is identified as needing to participate in an earlier morning activity, the class teacher will speak with you and explain fully. Please do accept this offer and support your child by ensuring they arrive promptly at school for their support.
- The curriculum is being blended for next year to incorporate the teaching elements that were missed during the national lockdown period, alongside new content. Teachers will be delivering a challenging and fun curriculum that will ensure all children who need additional provision will be supported, whilst ensuring challenge and opportunities for greater depth are consistently maintained.

Mental Health and Emotional Well-being

- Alongside the focus on academic catch up and success, we have also implemented a proactive programme that will address the emotional and social needs of our children as they return to school. This was also explained to parents in our September briefings.
- Our ELSA (Emotional Learning Support) provision is extended this year and our outstanding provision for personal development continues to be a high priority.
- Our curriculum has been adapted to ensure that we continue to incorporate opportunities for creativity, fun, outdoor learning and learning through play.
- We are continuing our programme with Forest Schools for the duration of the year and we will continue to welcome specialist providers into school including Jon Thorpe, our Sports Coaches and others.
- Residential visits have all been postponed for the year ahead, and off-site visits remain under review, pending local and national guidance
- Our enriched and exciting curriculum will help support positive mental health and strong emotional well-being.

School Office including payments

- We will continue as a cashless school and all payments must continue to be made through the Tucasi school payment online system.
- Parents are asked to focus communications with the office via telephone or email where possible. The school office to continue to be open during school hours.
- Please help your child be organised and bring everything they need to school in the morning to minimise the need to return to school with forgotten lunches or coats etc.
- Any items which are brought late for children can be left in the reception area, with your child's name on it. Office staff cannot accept any items passed to them through the small office window.
- Snack: Snack money can be paid **online only**. Toast is 20p per day and a bacon sandwich available on a Friday is 50p. So 4 days' toast and a bacon sandwich on a Friday = £1.30. A list of children who have paid online for a snack will be printed off on a Monday morning and these children will receive a snack at break time. No cash will be taken for snack.
- Dinner Money: Lunches remain at a cost of £2.30 per day. All infants will receive a free meal through the Universal Infant Free School meal scheme.
- Payment for junior meals must be made in advance through your online account. Please speak to a member of staff in the office if you have not yet set up your account. There is no charge to parents for paying online.
- We do have the facility to take card payments at the office, but as we are charged 1.69% of the cost of the transaction, this charge will be added to your payment. Further details of our payment policy are on our website, in the 'Policies' section.
- **Important note:** If payment has not been received on the morning a lunch is required, no lunch will be provided to your child/children and you will be contacted to provide a packed lunch. We use the analogy - you wouldn't eat a meal in a café and then advise the owner that you will pay for it next week.

Additional Information

Water Bottles - all children are asked to bring a full water bottle to school each morning. At the end of each day they will be sent home to be cleaned and refilled. Children will not be able to fill or refill their water bottles in class as the sinks in classrooms will be used for washing and cleaning purposes.

Lunch boxes: children will bring lunch boxes to school as normal and they will be stored in the class storage containers as usual.

Forest School: Forest School will be starting on Thursday 11th March, for Year 6. The dates for the rest of the term will be forwarded to you, very early after the return to school. Please remember that Forest School continues in all weather, so children must come to school appropriately dressed on their class days.

Toilet facilities: Unfortunately toilet facilities for families during drop off and collection times remain not available, until further notice.

Mobile phones: For those older children whose parents have signed a consent form to walk home alone, they can continue to bring a mobile phone for safety reasons; but they must be left in a box in the teacher's cupboard - not left at the office. School does not take any responsibility for damage or loss of phones, they are allowed at the owner's risk.