



16.7.20.

Dear Parent/carer,

### **Welcoming Everyone Back To School September 2020**

We have missed not being able to see all our pupils and families every day and we are delighted that we will be welcoming everyone back to school in September. We understand that you and your children may be anxious about returning after such a long time. We would like to reassure you that we have done everything possible to make our school a safe place to learn.

As we still need to remain cautious, the new systems in school may seem strange and take a while for the children to adjust to. Classes will need to stay apart throughout the day and, wherever possible, we will be one metre plus apart. Classrooms may look a bit strange and there will be a lot of hand washing and cleaning. Playtimes and lunchtimes will be in Key Stage group bubbles and there will be packed lunches at lunch time which the children will eat in their classrooms until further notice. Collective worship will be initially in the classroom until it is safe for the whole school to meet together in the school hall.

For the first two weeks we will be following our Recovery Curriculum. This means that we will be finding out where each child is in their learning so that we can make sure they make excellent progress across the year.

Unfortunately we are unable to run Sunshine Club or offer after any school provision until further notice.

It is essential that your child returns to school well. If he/she or any member of your family displays COVID-19 symptoms then please isolate at home as per the guidance and arrange for a COVID-19 test, your child will be able to return to school if the test is negative. However you must also inform us if the test is positive so that we can take the necessary steps in school in order to be able to care for appropriately for our school community.

In order to keep everyone safe, in line with government guidance, we will be operating a staggered drop off/collection procedure. We will be reducing the amount of lunchtime break, so that we are not reducing your child's learning time in anyway. We appreciate that for families with children in different classes this may cause you difficulties, so please contact us at [admin@st-aidans.northumberland.sch.uk](mailto:admin@st-aidans.northumberland.sch.uk) if this is the case and we will do our very best to support you.

#### **Nursery Pupils (Miss Wright's class)**

Drop off at 8.30am and collection at 11.30am. **Entry- Front Nursery Entrance** via one way system ie main Reception entrance, queuing system along the path, exit via front school car park gate.

#### **Reception Pupils (Mrs Hooper's class)**

Drop off at 9.00am and collection at 2.30pm. (Apart from week one 2/9 – 4/9 collection at 1.30pm) **Entry - Front Reception Entrance** via one way system ie main Reception entrance queuing system along the path, exit via front school car park gate.

**Y1/Y2 Pupils (Miss Marshall's and Givens' classes)** Drop off at 8.45am and collection at 2.30pm **Entry – Side Car Park Gates (next to usual path entrance)** via one way system ie Side Car Park Gates and then exit via side path, queuing system in the side car park and then exit via side path. Children will be directed into school by school staff in the morning and then returned to this point at collection time.

**Y3/Y4/Y5 Pupils (Miss Carrie's, Miss Murray's and Miss Stone's classes)** Drop off at 9.05am and collection at 2.50pm **Entry – Side Car Park Gates (next to usual path entrance)** via one way system ie Side Car Park Gates and then exit via side path, queuing system in the side car park and then exit via side path. Children will be directed into school by school staff in the morning and then returned to this point at collection time.



**Y6/5 and Y6 Pupils (Mrs Teer's and Mr Moran's classes)** Drop off at 9.20am and collection at 3.15pm. **Entry – Side Car Park Gates (next to usual path entrance)** via one way system ie Side Car Park Gates and then exit via side path, queuing system in the side car park and then exit via side path. Children will be directed into school by school staff in the morning and then returned to this point at collection time.

As these one way systems do involve using the car park gates and areas that are usually out of bounds, please remember to take extra care; we will be informing everyone that there is no traffic access/exit at drop off/collection times but sadly not everyone always takes notice of our signage and information so everyone needs to be especially vigilant.

(NB Pupils in Y5/Y6 are allowed to leave the site independently but the relevant consent form must be completed beforehand.)

We know this will be a challenge, but everyone really needs to keep to their allocated times. Please note there will be not be waiting allowed on the school playground area; if everyone can keep to their allocated times then we can enable social distanced queuing and do our best to keep everyone safe. We will need to adhere to these times whatever the weather – so remember to dress accordingly in inclement weather! Unfortunately we will not be able to allow early access to the site, as we usually do.

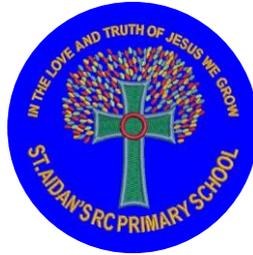
If for some reason you are late then you will need to use the main reception area, please bear in mind that only one family can be in the Reception area at a time and there will be a socially distanced queuing system also.

### PREPARING OUR SITE

- The building will be thoroughly cleaned and all inspected before opening and throughout the day.
- Staggered drop off and pick up times, use of all gates and clear markings and signs will be in place to ensure distancing.
- Frequent handwashing (on entry to school and before and after break and lunch as a minimum).
- There will be sanitiser in all classrooms where there is no access to a sink and in all public areas.
- Only approved visitors will be allowed access (parent/carers will not be permitted in the building. Telephone appointments with staff will be available. If you have a message for a member of staff the preferred option will be to email [admin@st-aidans.northumberland.sch.uk](mailto:admin@st-aidans.northumberland.sch.uk) or ring the school office if you are unable to email).
- Lines in place throughout the school to ensure distancing wherever possible.
- Door wedges in all classrooms to ensure good ventilation.
- Lidded bins in all classrooms and public areas to ensure used tissues and paper towels are contained safely.
- A full risk assessment will be carried out to ensure all safety measures are in place and meet the requirements for Coronavirus management.
- Fire evacuation routes and assembly points will be reviewed to provide safe and rapid evacuation of the building whilst minimising contact between bubbles.
- All items which cannot be easily cleaned at the end of each day will be removed from classrooms.
- All staff will have hand sanitiser and spray bottles of anti-viral cleaner for use during the day.
- Reminder signs for hand washing and distancing will be in place.
- Personal Protective Equipment will be in place at all First Aid Stations and around the school for use when dealing with illness or injuries.
- Instructions on safe use of PPE will be on display.

### Uniform and Equipment

- Children should wear their normal school uniform. They may bring coats and hats which will be kept with them in the



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classroom.

- Children will be provided with all of the equipment they will need for the day.
- Children **should not** bring bags into school until further notice.
- Children may bring water bottles and packed lunch boxes. Water bottles (please remember that these should only contain fresh clean water) will stay on their desks and packed lunches in their classrooms. Water bottles should be taken home and washed each night. Packed lunch boxes should be wiped down with hot soapy water. If you prefer you can use a disposable paper bag for packed lunches.

## PE

Children should come into school in their PE kit on the days that they have PE and we will keep you informed via parent mail and our face book page of when these days are.

Equipment cannot be shared so this means no equipment that travels or is passed from hand to hand can be used. For now this means no organised contact activities such as team games but we will still be providing lots of exciting challenges and activities that can be carried out safely.

These may include dance, personal physical, strength based or flexibility based challenges, running, skipping, jogging activities such as free running and personal time challenges.

## Breaks and Lunchtimes

Breaks will be staggered and we will make use of all of the spaces around school so that all Key Stage bubbles can play separately.

Children will eat lunch in their classrooms.

Universal free school meals will resume for all Reception, Year One and Year Two pupils and will continue for children on benefits related free meals throughout the school. These will be provided as packed lunches for the foreseeable future to minimise infection risk from cutlery and plates etc. There will not be any hot meals but school packed lunches can be purchased if required. All packed lunches can be ordered on School Grid as normal.

Each Key Stage bubble will have an allocated time and outside area to avoid mixing groups.

**It is really important that everyone follows these new guidelines to do our best to keep us all safe.** If you have any questions at all please contact me at [admin@st-aidans.northumberland.sch.uk](mailto:admin@st-aidans.northumberland.sch.uk) and I will get back to you as soon as I can.

Thank you for your understanding, patience, support and hard work during the last few months. Have a lovely Summer and we look forward to seeing you all very soon.

God Bless

Mrs Leslie

Head teacher.