



St. Joseph's Catholic Primary School
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St Joseph's Primary School: Planning for classes to return full time in September

Dear Parents and carers,

We are looking forwards to welcoming back all the children on Thursday September 3rd, we are trying to keep things as 'normal' as possible for the children, but there will be some slight changes to keep every-one as safe as possible. Please read the important information below.

Essential Measures that will be in place:

1. Following COVID-19 recommendation on illness and engage with track and trace measures.
2. Clean hands thoroughly with soap and water as regularly as during phased reopening
3. 'Catch it, bin it, kill it' approach to tissues/colds/coughs.
4. Clear cleaning arrangements, which focus on key areas.
5. Aim for year groups to remain as separate 'bubbles' and these bubbles do not mix together.
6. Classrooms with tables separated and only 2 children to a table facing forwards. (Early years arrangements will differ)
7. Staggered starts/ends to the day. Different areas of the outside space used for different bubbles.
8. No gatherings of more than one class per classroom, or year group in the hall.

"Bubbles"

Children will be in bubbles of 60: Years 1 & 2, Years 3 & 4 and Years 5 & 6 will be allowed to mix together; this will facilitate staff to work with and move across bubbles and bubbles can use the same toilet facilities. These bubbles will play in separate areas of the school playground.



"Together we love, together we hope, together we learn."



Attendance

The government have stated that school is statutory as 'normal'. Penalty Notices can be issued, but will only be used as a very last resort.

Staggered drop offs/pick-ups.

- Years 1 and 2:
8.30am drop off: Through pedestrian and double gates onto the main playground, a parent may accompany their child onto the playground to the classroom gate.
2.50pm pick-up by the same way. **(2.30pm Friday)**
- Years 3 and 4:
8.20am drop off: Children can be left at the main double gate to the playground to walk in by themselves.
3.00pm pick up –children will be brought to the gate by their teachers. **(2.45pm Friday)**
- Years 5 and 6:
8.20 drop off: Children can walk through the pedestrian gate to the side car park (by the bike shelter) or parents can drop and go through the side car park.
3.00pm pick up-children can walk through the pedestrian gate or be picked up in the side car park. **(2.45pm Friday)**

For safety and social-distancing reasons, there will be NO parking in the side car park. This area is ONLY for Y5 and Y6 drop-off

It is really important that these times are adhered to, if you have children in KS1 and 2 with different drop off times we ask that you wait with your KS1 child until the appointed time.

All entry points to the school will have automatic hand sanitiser wash which everyone entering the school premises must use. There will be hand sanitisers available for children that have been dropped off in the side car park.

Engage with NHS Test and Trace

Parents and staff must inform school office immediately of the results of a Covid-19 test. Schools must send workers and children home if they have been in 'close contact' with someone who tests positive. Close contact is defined as working with a child or adult for more than 15 minutes or being in a group.

Children presenting possible symptoms of Covid-19

- If any child is showing symptoms a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell they should not attend.
- If the symptoms develop during the day at school, parents will be contacted to come and collect. They will be given a home testing kit if available. (We have been told these will be provided for all schools).



- The medical room will be used as a quarantine room if needed. A member of staff will wait, but distanced and with PPE.

Hand hygiene

All children and staff must wash their hands for at least 20 seconds and then dry them thoroughly:

- **Hand sanitizers will be used on entry to school**
- Between activities
- Before and after going to the toilet.
- After playtimes, before and after lunch.
- After they have sneezed/coughed.
- If they sneeze or cough into a tissue, this must be placed in the nearest bin and then hands washed. Highlight the slogan: "Catch it, bin it, kill it"
- Hand sanitiser will be used at the start of the day and at regular intervals this will be provided by the school.

Clothing

- All children should be in uniform. This can be washed as often as 'normal'.
- Children can wear PE kit on PE days.
- At this time there will be no swimming in term 1 for Years 3 and 4.

Equipment in school

- **Years 2-6** we would like you to provide a clear plastic named pencil case that is easy for your child to open. We will provide the equipment to go in the case and it will remain in school for your child's use only.
- Children should not bring unnecessary items to school, they can bring a book bag in R, 1 and 2 and a small back pack in Years 3-6.

School Lunches

During term 1, your child may order a school packed lunch from the kitchen or bring their own packed lunch. If you are in R, 1 and 2 your child is entitled to a universal infant free school meal. (This may be reviewed before September to see if we can provide a hot lunch). KS1 will be eating in the hall and KS 2 will be eating in their classrooms.



Parents/Visitors

- Please **do not** enter the building unless there is an emergency. Slips, letters, etc. can be left in the post box on pedestrian gate.
- Please use email as the main form of contact. The phone will be monitored every morning but email is the best form of contact. office@st-josephs.org.uk
- All visitors will need to be approved by office and will only be allowed into building for operational reasons. No parent volunteers – this can be reviewed later.

Clubs/Wraparound Care

- No indoor clubs will be run by staff or outside teachers during term 1; this will be reviewed during the term.
- ASC will start from September, but with social distancing where possible between year groups.
- All Clubs will be reviewed during term 1.

School Trips

- There will be no trips during terms 1 and 2, this will be reviewed for term 3.

Risk Assessment

- The new risk assessment will be placed on the web site as soon as possible.

Should we have to close again at short notice then rest assured we are fully prepared to offer remote on line learning for your children.

Thank you for taking time to read this; it is really important we get this right for a safe start to the term. If you have any questions or queries please do not hesitate to contact me.

Kind regards

Elaine M Jackson
Head Teacher
St Joseph's Primary School
Portishead