



ST. AUGUSTINE'S CATHOLIC PRIMARY SCHOOL  
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17<sup>th</sup> July 2020

Dear Parents/Carers

As the end of the academic year approaches, I wish to thank you first and foremost for your incredible patience, understanding and support during this time. I also want to inform you of our draft plan for the reopening of our school in September to give you time to make any necessary arrangements. I will write to you again after 24<sup>th</sup> August, with any amendments, as a result of Government updates. Please note that, in line with Government guidelines, ALL children are expected to return to school in September.

#### IMPORTANT INFORMATION ABOUT RETURN TO SCHOOL AND DROP OFF AND PICK UP TIMES

MAC Teacher Training days have been set for Tuesday 1<sup>st</sup> and Wednesday 2<sup>nd</sup> September, 2020.

Year groups 1 – 6 will return on Thursday 3<sup>rd</sup> of September 2020. There will be a staggered start for Reception and Nursery commencing the week after and we will write separately to parents in these year groups.

The return to school of so many children will be a challenge during times where people have to remain socially distant. This is made worse at our school by the limited spaces to park now that **double yellow lines have been added to Heathcote Street.**

Since the Government has stated that each class/year group will remain as a separate bubble and should not meet throughout the course of the day, a great deal of thought and work has been put into timetabling classes to ensure this can take place. Year Group bubbles will be given specific times for exercise, use of the hall, play time, lunch time and toilet visits, in addition to school entry and exit. The following measures are in place to ensure the safety of all children, staff and parents:

**Y1 and Y2** will use the **front gate** to arrive at and depart from the school.

**Y1 will start at 8.30am and finish at 2.30pm. Entry and exit at the front gate.** Parents will queue along the path on the left of the road as you arrive. Pupils will be released one at a time for their safety in order of the queue. We appreciate this will mean it takes longer to drop off and collect your child but it is the only safe way to operate the school site.

Hand in hand, we listen to God's call,  
we learn from God's word and we share God's love through service



**Y2 will start at 8.45am and finish at 2.45pm. Entry and exit at the front gate.** Parents will queue along the path on the left of the road as you arrive. Pupils will be released one at a time for their safety in order of the queue. We appreciate this will mean it takes longer to drop off and collect your child but it is the only safe way to operate the school site.

**Y3,4,5 and 6** will use the **back gate** to arrive at and depart from the school.

**Y6 will start at 8.30am and finish at 2.30pm.** Back gate for entry and exit. Where it is safe to do so your child can walk to and from school themselves. If parents are picking up and wish to queue to collect their child, children being collected will be released one at a time in the order of the queue.

**Y5 will start at 8.45am and finish at 2.45pm.** Back gate for entry and exit. Where it is safe to do so your child can walk to and from school themselves. If parents are picking up and wish to queue to collect their child, children being collected will be released one at a time in the order of the queue.

**Y4 will start at 9.00am and finish at 3.00pm.** Back gate for entry and exit. Parents will form a queue in the entry when picking up maintaining social distancing. Each child will be released one at a time to the parents in the order of the queue. We appreciate this will mean it takes longer to drop off and collect your child but it is the only safe way to operate the school site.

**Y3 will start at 9.15am and finish at 3.15pm.** Back gate for entry and exit. Parents will form a queue in the entry when picking up maintaining social distancing. Each child will be released one at a time to the parents in the order of the queue. We appreciate this will mean it takes longer to drop off and collect your child but it is the only safe way to operate the school site.

As each year group has their own starting time and finishing time it is **crucial** that your **child arrives on time**. If your child misses the slot for their year group, they will have to wait until all children have arrived before they can be collected by a member of staff from the front gate. You will need to contact the school office to let us know that is happening.

**For any families with siblings in more than one year group, please drop off at the eldest child's drop off point. The older sibling will take the younger sibling to their class. At the end of the day please pick up from the church at the latest pick up time.**

**We will ensure that the children are safely brought into school and looked after until their class arrives or they are picked up at the end of the day.**

#### IMPORTANT INFORMATION ABOUT WHAT TO BRING TO SCHOOL

Children will need to bring to school, only their lunchbox, P.E. bag, water bottle, sun hat (if sunny) and always a waterproof coat. (Please label all items). Plastic wallets will be supplied by the school for your children to bring home anything we need them to and to bring in anything we need them to.

**DO NOT BRING ANY OTHER BAGS OR EQUIPMENT INTO SCHOOL – WE WILL ASK PARENTS TO TAKE THESE HOME AT THE SCHOOL GATE.**

Children will be accessing outside P.E. in all weathers, please ensure that your child has the correct kit in school at all times.

**Please label** all items of uniform, P.E. kit, lunchbox, waterproof coat, water bottle and sun hat.

## IMPORTANT INFORMATION ABOUT THE SCHOOL DAY

Children will eat lunches in one of the two school halls.

In the majority of classes, children will sit next to one other child and will be front facing. All equipment will be provided.

When children arrive at school, they will be met by a member of staff at their gate and the first job of the school day will be to wash their hands. There will be frequent handwashing.

Children will only be permitted to gather in a class group of 30 but with appropriate distance between classes, year groups will be in the hall to have lunch at the same time.

A new Home/School Agreement in relation to COVID-19 with an updated copy of our Behaviour Policy will be sent out in the near future. Please read this carefully. You will be required to sign the agreement and hand it in at the gate when you drop your child off on their first day in September.

## IMPORTANT INFORMATION ABOUT BEFORE AND AFTER SCHOOL CLUBS

### **Breakfast Club**

We will be providing Breakfast club within the first few weeks back but have to change the arrangements to meet the guidelines so that year group bubbles are not mixed. We will send out further information closer to the time of opening.

### **Tiny Teddies After-school club**

Tiny Teddies is the company that provides our paid for after school club. They are looking at the guidance issued by the Government to try and create a workable plan to continue this facility. They can be contacted directly for enquiries but they are still in the planning stages at the moment.

### **Extra-curricular activities**

There will be no extra-curricular activities for the first few weeks in September, we will advise you, if and when, these activities will recommence.

## IMPORTANT INFORMATION ABOUT COVID AND ACTIONS TO TAKE

### **Staying away from school**

Any member of the school community (pupils, staff and other adults) should not come into school if:

- They have developed coronavirus (COVID-19) symptoms at home
- They have tested positive for coronavirus (COVID-19) in the last 7 days
- They are in a household with individuals who have been tested positive for coronavirus (COVID-19) in the last 14 days.

- They have been contacted through the NHS Test and Trace programme and been advised to stay at home.

### **Actions where a member of the school community has symptoms develop whilst in school**

- If a member of the school community becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home.
- School will contact the parents or carers of the children/young person affected to collect them immediately. Please ensure you advise the school office of any changes to contact telephone numbers immediately.
- Whilst the child is awaiting collection, they will be taken to a room where they can be isolated behind a closed door with a vision panel, with appropriate adult supervision.
- In an emergency, we will call 999 if they are seriously ill or injured or their life is at risk.
- Symptomatic cases should be reported immediately to the **Health Protection Team in Public Health England**.
- If your child has been sent home with COVID-19 symptoms, you must book a test by going through the online portal: <https://www.nhs.uk/conditions/coronavirus-covid-19/> or by phoning 119.
- The parents/carer must inform the school of the results of a test immediately.
- If a child tests negative for COVID-19, they are allowed to return to school if they are well, including not having a temperature for 48 hours AND all in their household who have COVID-19 symptoms have also tested negative (important as there remains some risk of false negatives). The household can also stop isolating if those criteria are met.
- Following a positive test result, the child sent home must self-isolate for at least 7 days and until well (including no fever for 48 hours).
- A positive result will mean that the whole family must self-isolate for a period of 14 days; the class bubble will all self-isolate for 14 days, including members of staff who have been in contact with the infected child.
- The school will be deep cleaned to sanitise all areas following a positive result of COVID-19.

We long to be back to normal in school and look forward to welcoming all of the children into their classes in September. We pray that over the summer, transmission cases of COVID-19 will continue to fall in order to enable a happy and safe return at the beginning of the academic year. I await further guidance during the summer and will endeavour to keep you updated as this arrives. Until then, on behalf of us all at St Augustine's may I thank you for your support and kindness during this difficult time, and wish you all a wonderful summer together with your families.

Kind regards,



Mrs Forrest  
Headteacher