

St Thomas of Canterbury Church of England Infant School

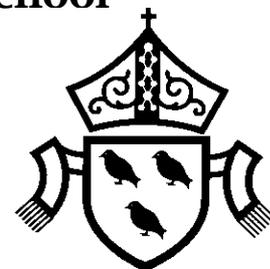
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Website www.stthomasofcanterburyinfantschool.co.uk

Headteacher Mrs C B L'Estrange BA Ed (Hons) NPQH



1st September 2020

Dear Parents,

We hope that everyone has had a good summer and have been able to enjoy some of the lovely weather we have been blessed with, albeit perhaps closer to home than we would have ordinarily liked.

We are looking forward to welcoming everyone back to school this week. We all know that things will be different but although these differences and changes may not be ideal, but they are to keep our school family as safe as possible.

We know that this is not how any of us would choose to be operating, but we all know these steps are required and, if we all work together, hopefully the situation will continue to improve and restrictions relaxed further. I hope that I can rely on your full support in this.

The children will be working as 'class bubbles'. If a child or member of staff within school receives a positive COVID-19 result, each case will be looked at separately by Public Health England and they will confirm the appropriate action to be taken.

If you have been abroad this summer, please ensure that you check the Foreign and Commonwealth Office website <https://www.gov.uk/guidance/travel-advice-novel-coronavirus> for any restrictions that may be in place regarding self-isolation when returning from specific countries - it is vital for everyone's well-being that this is adhered to.

As explained in my letter in July movement on and off the school site will be restricted to maintain social distancing - we are still expected to maintain a 1 metre distance and wherever possible 2 metres - hence our arrival and collection arrangements.

Arrival and Collection We do need to have staggered arrival and departure times. We know this is not ideal, but it is an expected step as part of a school's full re-opening strategy. The arrival and collection arrangements are as follows:

Y2C	Arrival: 8.40am	Collection: 3pm	Pink
Y2B	Arrival: 8.50am	Collection: 3.10pm	Pink
Y21C	Arrival: 8.30am	Collection: 2.50pm	Pink
Y1P	Arrival: 8.30am	Collection: 2.50pm	Blue
Y1FA	Arrival: 8.40am	Collection: 3pm	Blue
RS	Arrival: 8.50am	Collection: 3.10pm	Blue
RB	Arrival: 9am	Collection: 3.20pm	Pink
RN	Arrival: 9am	Collection: 3.20pm	Blue

All children will enter school via the pedestrian entrance. Both outside on the school fence and on the first part of the school footpath you will see ribbon indicators (blue or pink) - these will be appropriately spaced. Please wait by the next available ribbon marker as indicated above for your child's class. The children will be dropped off and handed over to their classteacher by the gate to the school garden. Parents will then leave the school site via the school garden and the pedestrian point by the car park exit barrier. We therefore have a one-way system for parents to drop their children and then leave the school site. Collection of children at the end of the day will be carried out in the same way, with parents waiting by the appropriate colour marker at the appropriate time. Please do not line up ahead of time at either end of the school day - this will help arrival and

collection to take place smoothly. There will be governors and staff around to help with this in the early days.

It is imperative that all children are on time for school so that our new routine can run as smoothly as possible. If your child is going to be late for school, please come to the school office – this is the only place where late arrivals will be admitted. Please do not ask another teacher to ‘drop off’ your child at their classroom – this is not supporting our class bubble way of working.

School Meals Thank you to everyone who has already completed their menu choices. Thank you also for your understanding that lunchtimes will be different in September as over half of the school will be having lunch in their classrooms. This is because, in order to keep each class separate as a ‘bubble’ as much as possible, it is impossible for every child to have lunch in the hall, so lunches do need to be transportable to classrooms. We will of course make changes to this as soon as practicably possible, but please remember that our kitchen is providing over 400 meals each day. With this in mind our kitchen team will be working towards resuming our usual operations as soon as they can.

There are a number of things which we need you to do now:

- read the ‘Full re-opening of school protocol and expectations’ (following this letter) very carefully
- complete the online form at <https://tinyurl.com/y4h7ymaj> where you will be asked to indicate your agreement and commitment to the protocol and expectations that must be fully adhered to, in the knowledge that the Governing Body will take action if there are any breaches of this
- talk this all through with your child so that they are fully aware of the expectations in school going forward, including the expectation to socially distance from adults

We are aware that there is a lot of information here, but it is vital that you are fully aware of the conditions that we are working in and that your child will be experiencing school in.

We look forward to seeing Year 1 and Year 2 on Thursday and I know that the Reception teachers are looking forward to the ‘All About Me’ meetings.

With love & prayers to you all,

C B L'Estrange

Caroline L'Estrange
Headteacher

N Cooper

Neil Cooper
Chair of Governors

St Thomas of Canterbury Church of England Infant School

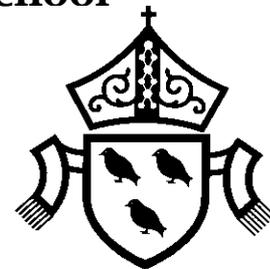
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Full re-opening of school protocol and expectations

Dropping off and collection arrangements

1. I understand that I am expected to observe social distancing rules on the journey to and from school in order to keep the staff, fellow parents and children safe as per government guidelines.
2. I understand that I will be dropping and collecting my child at the nominated point at the nominated time in order to reduce the number of people arriving at school at any one time.
3. My child will arrive and be collected **on time** for the allocated time slot we are given:
 - a. Mornings - one of the following 8.30am / 8.40am / 8.50am / 9am
 - b. Afternoon - one of the following 2.50pm / 3pm / 3.10pm / 3.20pm
4. I understand that there will be limited access to the school premises for parents.
5. I know that if I have siblings with me - that they must stay with me at all times, adhering to the social distancing expectations.
6. I will stand by the next available marker, indicated on the school fence, when dropping off or collecting my child so that each family can be socially distanced.

Classrooms

1. I understand that my child will be undertaking all activities in their designated classroom.
2. I understand that my child will be in a 'class bubble'.
3. I understand that my child will have a designated place for their time in school, which is where they will sit at all times when in the classroom.
4. I understand that soft furnishings, costumes and cuddly toys have been removed from the classroom.
5. I understand that each class will have their own mini section of the school library and that, when books are returned to school, they will be quarantined for 72 hours.
6. I understand that I will be contacted if my child deliberately and persistently does not follow the safety and behaviour measures, including spitting.

Medical

1. I understand that my child will be expected to follow the school's expectation and requirement for frequent washing of hands.
2. I understand that I am expected to practise thorough handwashing procedures with my child. <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>
3. I will talk to my child about the importance of telling a member of staff if they feel unwell.
4. I will talk to my child about the importance of covering their mouth when coughing and using a tissue when sneezing, adopting the 'catch it, bin it, kill it' approach.
5. I understand that, following the Covid 19 Guidance for Educational Settings, staff will wear PPE if my child is sick or is displaying Covid 19 symptoms if a distance of 2 metres cannot be maintained.

6. I understand that anyone showing Covid 19 symptoms will need to isolate according to the guidelines and be tested. I understand that further steps will be taken if the test result is positive which will include the whole class, including staff, isolating at home.
7. I will not send my child to school if anyone within the household is displaying Covid 19 symptoms and that they will be isolated according to the guidelines and inform the school immediately.

The School Day

1. I understand that each class will be separate for the whole school day and will not be mixing or socialising.
2. I understand that each class will have an allocated space at playtime and lunchtime and that my child must remain in the space during any outside play.
3. I understand that my child will not be able to interact with their friends in other classes and I will talk to my child about this prior to them coming back to school.
4. I understand that lunch will be provided by the school kitchen for all children and that lunch will be eaten either in the classroom or the hall as distinct classes.
5. I understand that my child must not share their food or drink with anyone.

Belongings

1. My child will have the appropriate clothing for the weather and, when appropriate, long-lasting sun cream will be applied before school.
2. My child will only bring their filled water bottle (water only) and book bag to school each day and nothing else.
3. My child is expected to wear a clean school uniform as frequently as possible.

Contact and practicalities

1. I understand that I will have limited face to face contact with the school and will do as much as possible via phone or email.
2. I will ensure that the school has the correct contact details for me and that I can be contacted at any time during the school day.
3. If my child requires medication in school - asthma inhaler, epipen - I will ensure that in date medication is provided.