

ST. BEDE'S RC PRIMARY SCHOOL

Front Street, Sacriston, Durham, DH7 6AB. Tel: 0191 3710272
Email: st.bedes.rc.sacriston@durhamlearning.net



Mrs E Alderson
Head Teacher

15th July 2020

Dear Parents and Carers,

I hope this letter finds you safe and well in our last week of the summer term. What a challenging and unexpected term it has been!

As you will be aware, schools have been instructed to re-open **for all pupils** in September. We are really looking forward to welcoming all of our pupils back and providing some much needed normality for our children and yourselves. However, we have been provided with vast guidance we must follow in order to keep everyone as safe as we possibly can and I am sure you will appreciate the new challenges we are now faced with.

Keeping school open for children of key workers and the gradual re-opening for some year groups whilst also providing home learning and support to those at home has been successful this term. This has been as a result of very careful planning and risk assessing, a measured pace of opening and stringent cleaning procedures, together with incredibly adaptable, hardworking and amazing staff, governors, parents and pupils!

Therefore, we intend to learn from this and take a similar approach in September. It is vital that we put the necessary measures in place to ensure the safety of all in our community, gain the confidence of all children and staff and be mindful of the fact that many children have not been in school now for many months.

The plan for St Bede's will be as follows:

Return to School

To aid with transition, **Years 2, 4 and 6 ONLY** will attend school on **Wednesday 2nd September** and **Years 1, 3 and 5 ONLY** will attend on **Thursday 3rd September**. **All pupils** from Years 1-6 will return on Friday 4th September onwards. Reception have received their own phased timetable.

Bubbles and Hygiene

Each class in St Bede's will be a 'bubble.' The classes will be kept **completely separate** in school itself. No whole school gatherings will take place; all Collective Worships and awards will take place in class. Children will be facing forwards in school wherever possible and sitting side by side. Each class will be allotted certain toilets and the toilets will be unisex; however, boys and girls will always access the toilets separately. Cleaning will be carried out regularly, in line with guidance, and children will sanitise or wash their hands regularly throughout the day.

Lunch Times and Play Times

Lunch times and play times will be staggered to facilitate keeping the classes separate. School meals will be eaten in the hall at different times and each class will have their own tables, trays and crockery. For the first 3 days in school, all children on school dinners will receive sandwiches. The following week, we will start with the menu for week 2. Reception class, children with allergies and all pupils on packed lunches will eat their meals in class.

Wrap-around Care

Unfortunately, we are **unable to offer any after school clubs for the first half of the autumn term** in order for us to learn how to manage our new ways of working. We **hope to be able to offer breakfast club from 14th September if this is possible** and there is demand for this but will need to plan this carefully and know exactly who will be attending. Please could you **e-mail the office by Friday 4th September** if you feel your child will require breakfast club. We are conscious that this will prove difficult for working parents; we apologise for this and hope you understand the complications wrap-around care pose at present. We intend to review this provision as time goes on and offer it as soon as it becomes safe and practical to do so.

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Items to Bring

It is really important that we minimise items coming in and out of school. All children will be provided with their own resources in a pencil case and their own tray. All they need to bring is **their own water bottle** each day which they will keep at their desk, **a coat** and **a packed lunch** if they need one.

PE and uniform

Pupils are required to wear school uniform as usual. However, pupils will be **expected to come to school in their PE kits and return home in them on the days they have PE** to avoid changing clothes in school and eliminate the risk of pupils picking up other children's clothes etc. Please ensure your child wears a **school PE top, school jumper, coat, plain black tracksuit bottoms and a pair of white soled trainers** on these days (black soles mark our hall floor terribly). Please note, no classes will be going swimming yet and we are also hoping to hold PE outdoors as much as possible in line with guidance. Their PE days are as follows:

Class 1: Tuesdays and Thursdays

Class 2: Mondays and Wednesdays

Class 3: Tuesdays and Wednesdays

Class 4: Mondays and Thursdays

Homework, Spellings and Reading

All **homework and spellings are going to be set online and will be returned online**. We are currently setting up accounts for all pupils on Microsoft Teams and will provide further information regarding this in September. We know this is a new way of working and there will be teething problems/questions etc but have all been learning as we go along with this and will continue to do so-staff included! We intend to send out reading books for all pupils every Monday and these will be returned every Friday, in order to provide 48 hours between pupils changing books. Again, more information will be provided in due course regarding this.

Drop Off and Pick Ups

We intend to utilise all of our entrances to the school site from September and have staggered start and finish times. We will have clearly marked, one way socially distanced systems around school to guide you. A member of staff will be there to greet families and children will come straight in to school on arrival. If you have siblings in different classes and wish to drop them off at similar times, we would ask that you **drop one child off and then take the other to their entrance**, keeping the times as close as possible e.g. if one child has 8.45-8.55am and the other 8.55-9.05am, we would ask that you drop the first child as close to 8.55am as possible and the second one as soon after 8.55am as possible. It is **very important that you stick to these times** to avoid unnecessary congestion-please do not come early or late and be sure to leave as soon as you have dropped your child off safely with their class teacher.

Class	Location	Morning Drop Off Time	Afternoon Collection Time
1	Lower Yard-coming up path from car park	8.55am-9.05am from week 5 onwards.	3pm-3.10pm
2	Hall entrance	8.55am-9.05am	3pm-3.10pm
3	Lower yard-coming up path from the car park	8.45am-8.55am	3.10pm-3.20pm
4	Front door-queuing in the prayer garden	8.45am-8.55am	3.10-3.20pm

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Illness and Medical attention

Please **DO NOT** send your child to school if they have any of the coronavirus symptoms. If your child 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, you **must keep them at home**, arrange a test as soon as possible and they must self-isolate for at least 7 days. If a child becomes unwell with these symptoms in school, they will be isolated and sent home immediately. Whilst our staff and children are not required to wear PPE around school, staff will be wearing full PPE for all medical treatments or if a child requires isolation.

Communication

If you wish to communicate with a member of staff in school, **please e-mail or call school**. Entrance in to school will be by appointment or invitation only and only when absolutely necessary.

I am conscious there is a great deal of information contained in this letter and you may have questions or queries. Please do feel free to call or e-mail us this week if you require any further clarification. We are also intending to publish our full risk assessment on the website and will inform you when this is released. Please be assured that, as always, every single decision that staff and governors make has your children's safety and wellbeing at the heart of it. When pupils return in September, we will be ensuring that making them feel safe, secure and happy in our new routines is our first priority and will be reviewing and amending practices as necessary and in line with any further guidance.

Thank you once again for your continued support, patience and understanding in these difficult times.

Best wishes,

Mrs E Alderson
Head Teacher