



St. Michael's Church of England Primary School



Carlisle Road, Dalston, Carlisle, Cumbria CA5 7LN · Tel: 01228 711544 · Headteacher: Mrs J Paisley

Our school values: Respect · Kindness · Challenge · Forgiveness · Perseverance

Dear Parents

12 August 2020

As promised, I am writing with further details about our reopening to all pupils in September. I have deliberately held back from finalising plans for September to minimise the risk of us needing to alter them based on changing Government advice. Please understand that what is set out below is our intention for opening, however I cannot 100% guarantee that this will not change in the next three weeks; if there are any changes to plans, I will inform you as soon as possible.

School will reopen to all pupils on Wednesday 2 September including our new Reception class; specific guidance around their start and finish times has already been sent out to these families.

Our priority in our planning is the safety of our children and staff therefore full risk assessments have been carried out and procedures put in place to minimise risks from COVID 19 to our whole school community. Of course, it is possible that these procedures may need to be altered once we have the children back in school.

Symptoms of COVID

If your child, or anyone else in the household, is displaying symptoms **you must not** bring them into school: you will need to inform school as soon as possible if this is the case.

If your child develops symptoms while they are at school, you will need to collect them immediately.

If your child is unwell with symptoms that are **not** COVID related, please do not send them into school if they are not well enough to be here and engage with their learning. We will need to be very strict with these guidelines in September and if a child is unwell while in school, we will have no choice but to send them home.

Morning Drop Off

We are aiming to avoid staggered start and finish times: in order to achieve this we are altering the way 'drop-offs' and 'pick-ups' work. Set out in the table below are the gates that each year group will use and the door by which they will enter and exit the school.

Year Group	Gate	Entrance Door
Reception	Wide gate onto front playground	Side door, through Reception outdoor area
Year 1	Small gate onto front playground	Main school door
Year 2	Wide gate onto front playground	Door with ramp on front playground
Year 3	Wide gate onto back playground	Fire exit door directly into Year 3 classroom
Year 4	Small gate on roadside between usual Infant and Junior entrance – am Wide gate onto back playground – pm	Fire exit door on road side of building – am Usual Junior door – pm
Year 5	Wide gate onto back playground	Usual Junior door
Year 6	Wide gate onto back playground	Fire exit door directly into Y6 classroom

Children should not arrive at school before 8.45am (staff members will not be on the yards until 8.50am) and they must line up immediately with their 'bubble' (class). It is vital that we keep children from different bubbles apart from each other while in school; due to this it will not be possible for children to come onto the yard to 'play' before school starts. From 8.50am we will take small groups of children into school to start washing hands; all children should be in their lines by 8.55am and doors will close at 9.00am.

As far as possible we would like to minimise the number of adults coming onto the yard before school. Therefore, if you are able to, please leave your child at the gate or, for the older children, another agreed place. However, we do understand that this will not be possible for some of our children, particularly the younger members of our school, so if you do need to come onto the playground, we would ask that you stay in your child's 'zone' and maintain social distancing from other adults and children. Once your child is inside school we are asking that you leave the area around the school, including the pavement in front of the school, as quickly as possible. If this time of day becomes too congested we will need to introduce staggered start times, therefore your support in this new routine would be greatly appreciated.

End of the Day

At the end of the day, if you are coming onto the playground to collect your children, please wait in your child's 'zone' and do not arrive more than five minutes before pick up time. For the Infant classes, staff will bring the children out of the door they entered by in the morning and hand them over to a parent or carer as arranged. If somebody other than a parent is collecting your child, please inform the school.

For our older children, if you are happy to collect them from, or meet them at, another location in order to avoid accessing the playground, it would be much appreciated. However, if you do not feel your child is ready for this, please collect them from the yard as usual, ensuring you practise social distancing at all times, whilst on school premises. Junior children will exit via the door they entered in the morning, with the exception of Year 4 who will leave via the usual Junior door.

Access to School

Access to school will be by appointment only. If you have a message that you need to pass on to a member of staff, please either phone or email the office. If you would like to speak with your child's teacher, or another member of staff, the office can arrange for them to call you back.

Uniform

All children should wear the normal school uniform – there is no longer a need for them to wear a clean uniform every day. Proper school shoes should be worn (no trainers please).

Last week you should have received a **uniform order form**. Items can be ordered on this form and collected from our Pop-Up Shop (further details to follow) or can be given to your child in school. Please note, payment must be made **before** collection and can be made either online or in cash. If you did not receive the order form, please contact the school office.

Lunch

Our school kitchen will be open and lunches can be ordered via Lunchshop in the usual way, with the options of hot meals or a school packed lunch. Children may also bring a packed lunch from home. Unfortunately, it is not possible to 'mix and match' school dinners and packed lunches from home.

Lunch times will need to be staggered for each class, therefore it is possible that your child may not get their lunch until 12.30pm. If you think your child may struggle with this, they are welcome to bring a snack for break time. Snacks must be either fruit or veg – no bars, winders etc.

Some classes will need to eat their lunch within their classroom (or outside if weather allows).

Equipment

We need to minimise the amount of equipment being carried between home and school: your child may bring a small school bag, a hat and sun cream if necessary, a coat and a packed lunch (if appropriate). We are also asking that they bring a small packet of tissues and a full water bottle – water fountains will not be in use in September.

We will be providing each child with a pencil case with the items they will need on a daily basis. They may bring a small set of colouring pencils to add to this, but should not bring any other equipment from home.

We will only send items home from school which are necessary for their education, such as a reading book.

Shared equipment within school, such as PE equipment, will be cleaned regularly and always between use by different bubbles.

PE Kit

Please bring PE kits (including trainers) into school on a Monday in a separate kit bag (a boot bag or small drawstring bag is ideal) and leave them in school until Friday, when they will be sent home to be washed.

After-School Activities and Trips

All after-school activities and trips have been suspended until further notice. Our Breakfast and After-School Clubs will still operate with strict measures in place.

First Week Back

Our first three days back will focus upon transition activities and wellbeing, covering some of the learning that would have taken place in our normal 'move-up' days, thus allowing the children to get to know their new teachers and environments. These three days will also give us an opportunity to welcome our new Reception children into school and settle them into their new surroundings – our initial priorities will be the safety and wellbeing of all children.

I understand that some of you are concerned about the amount of time the children have had out of the classroom and the impact this will have had on their learning. Please be reassured that the vast majority of children are in the same boat; once we have the children settled back into school we will address any concerns and look at what needs to be put into place for any individuals or groups who are identified as needing extra support. All of the staff here at St. Michael's, including myself, are fully committed to giving our children all the support they require to settle back into school and reach their full potential. We cannot wait to open our doors again and welcome them back.

I will be in touch again before 2 September but in the meantime, if you have any queries, or there is anything you feel I have not covered, please do get in touch via email. Enjoy the rest of the Summer break and I look forward to seeing you all soon.

Yours sincerely



Mrs J Paisley
Headteacher