



WHOLE SCHOOL OPENING ARRANGEMENTS - SEPTEMBER

Dear Parent / Carer,

Following on from my letter last week, I am writing to confirm some of the changes that we have made to our routines and procedures in school from September as we **welcome back all children to school**. We have updated our risk assessments and a copy is available on our school website.

Attendance

As outlined in my previous letter, the government have announced that attendance will become mandatory for all children from the autumn term. This means that from **Thursday, 3rd September, all Nursery, Reception, Year 1 and Year 2 children will be expected back into school**. Our normal attendance policies and procedures will resume once again.

'Bubble' Classes

In line with Department for Education (DfE) guidance, each class, teacher and support staff will be working as a 'bubble' class throughout the school day. Where possible, bubbles will be kept apart. Bubbles classes will have their own allocated playtimes, lunchtimes and toilet break times.

Drop off and Pick Up Arrangements

To avoid mixing groups, it is necessary to stagger the start time and end time of the school day for bubble groups. Please familiarise yourself with your child's timings below. **It is essential that your child is dropped off and picked up on time**. Ten minutes in the morning and fifteen minutes in the afternoon have been allowed before and after our allocated time slots to support with childcare arrangements.

Class Name	Teacher	Arrive	Home time
Nursery	Miss Gilsenan/Mrs Habib	8:45am	11:45am
Bears	Miss Gilsenan/Mrs Habib	8:45am	3pm
Crocodiles	Miss Wright	8:45am	3pm
Flamingos	Miss Hewitt	8:55am	3:15pm
Elephants	Mrs Harley	8:55am	3:15pm

If you have siblings in both Key Stages you will need to drop off at 8:55am and pick up at 3:15pm. Only one parent/carer is able to drop/off pick up the child(ren) at the start and end of day.

When you drop off your child, you will be asked to follow a one-way system along Gordon Road. You will need to form a queue with your child, standing on the markers on the pavement to maintain social distancing. Staff will be outside to help you. There will be a Mini Disco and bubble machine to help settle your child.



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ST. CHAD'S CofE NURSERY & INFANT SCHOOL
Gordon Road, Derby DE23 6WR
Tele: 01332 345997
E-mail: admin@stchads.derby.sch.uk
Headteacher: Ms. K Leach





At the front of the queue, in front of the gate, you will say goodbye to your child. Your child will be greeted, supervised and directed into the building by staff members stood along the entrance and office foyer.

Once your child has entered the main school gate, please cross Gordon Road and promptly leave. Please can we kindly ask that you do not loiter or have 'catch up' chats with parents outside our school gate.

You will not be able to enter the main gate or be on school premises.

If you need to speak to a member of staff you will need to phone the school office from home or send an email to admin@stchads.derby.sch.uk We will get back to you as soon as possible.



01332 345997



admin@stchads.derby.sch.uk

School Uniform

All children will be expected to wear their **full school uniform and bring their St Chad's Book Bag** to school every day.

Once in school, Book Bags will need to be stored in your child's classroom tray. Trays are small so please ensure that you regularly empty your child's book bag so that they easily fit.



On your child's **PE day**, he/she will need to come to school wearing their **full PE kit**.

Class Name	Teacher	PE Day
Bears	Miss Gilsonan/Mrs Habib	Thursday
Crocodiles	Miss Wright	Tuesday
Flamingos	Miss Hewitt	Friday
Elephants	Mrs Harley	Wednesday



Your child will need to bring their own **named water bottle** to school every day.

No other items from home are permitted on school premises e.g. toys.

Home reading books will be given out on a Monday and must be returned on the Friday. Classrooms will have a box for books to remain inside over the weekend.



PPE

We will be adhering to current government guidance: **children will not be permitted to wear a face mask in school**. If you would like your child to wear a face mask to travel to/from school then this is fine, however, it will need to be removed by the accompanying adult before your child enters our school premises. Please bring a carrier bag so that the mask can be safely put inside and taken home.



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Staff will wear appropriate PPE if 2 metre distance cannot be maintained e.g. for first aid and for cleaning activities.

Lunchtime Arrangements

So bubbles do not mix, each bubble class will have their own allocated lunchtime eating and playing session. Children will have the option to have a school dinner or bring in a suitable packed lunch from home. Our older children in Flamingos and Elephants will eat their lunches in their classroom and our younger children in Bears and Flamingos will eat in the hall.

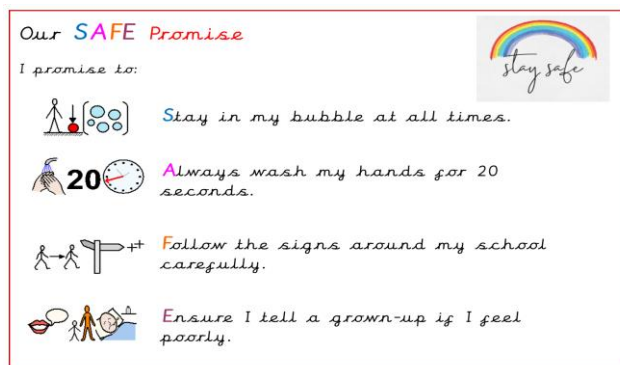
Please use the summer holidays to practise your child's independent eating skills, ensuring that they are confident using a knife and fork by themselves. **To support with our safety measures, it is not possible to authorise home dinners at the moment.**

Breakfast Club and After School Arrangements

We will not be operating Breakfast Club and After School Clubs until further notice.

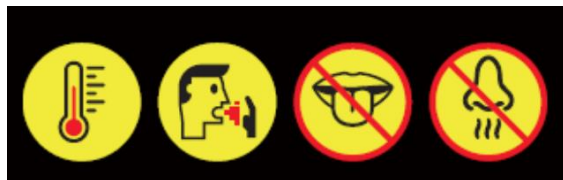
Day-to-day Organisation

- Social distancing will be encouraged with all children, as supported by our SAFE Promise.
- To avoid the mixing of groups, there are no large gatherings such as Collective Worship. These will take place in classrooms or virtually.
- Where appropriate, children will sit at desks side by side and facing forwards.
- Children will have access to their own stationery pack e.g. pencil, crayons etc.
- Each bubble class will have allocated toilet cubicles.
- There will be a strong emphasis on hand and respiratory hygiene – regular hand washing, tissues will be available in all rooms (catch it, bin it, kill it), hand sanitisers located throughout the entire school. There will be an enhanced cleaning regime including more regular cleaning of frequently touched surfaces/used areas e.g. toilets.
- There will be regular cleaning of any shared resources.
- No visitors will be permitted on site without pre-authorisation from the Senior Leadership Team.
- No one will be allowed to attend school who has symptoms of COVID-19. Children who display any symptoms will be isolated and parents will be contacted to arrange immediate pick up.



Symptoms of Coronavirus

As per the current NHS and government advice, **you should keep your child at home for a period of 14 days if they develop coronavirus symptoms.** Symptoms include a high temperature, a new continuous cough, and a loss of taste/smell. If someone in your child's household has



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symptoms, your child must self-isolate for 14 days from the day the other person's symptoms started. More information can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

Any child or member(s) of staff who show any symptoms of Coronavirus will need to book a test immediately. Information on booking a test will be provided by us. The individual will not be permitted to return to school until the test result is confirmed and the period of isolation is complete.

If someone you or your child has been in close proximity to has tested positive for Coronavirus, you may be contacted by the NHS Test and Trace service. Information on the NHS Test and Trace service is available here: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youre-contacted-after-testing-positive-for-coronavirus/>

If you think your child may have been exposed to or has coronavirus, please contact the school immediately on 01332 345997.

Preparing for Return to School

We recognise that some of you may have some concerns about your child returning to school and that your child may be feeling anxious as well. If you would like to talk to us about your child and any concerns you have about their return to school, please – in the first instance – contact your child's class teacher via our school email admin@stchads.derby.sch.uk.

Although the routine, classrooms and learning environment will look and feel different, we are fully committed to supporting every child in our care as they transition and adjust to this 'new normal'. Since the start of June, we have successfully welcomed back an increasing number of children: all have adapted brilliantly to our new safety procedures. ☺ Over the past couple of months, we have uploaded resources and photographs of our classrooms and school building to help to prepare both you and your child for returning to school (these are still available on our main Class Dojo page). We also hope that these will help to reassure some of the worries and concerns that you may have.

As we begin to reopen our school to all children, ensuring good hand hygiene is of paramount importance. Handwashing needs to be reinforced at both home and school. **Please discuss, encourage and practise good hygiene with your child: 20 seconds with warm water and soap.** We recommend this wonderful video and song produced by the NHS! <https://www.youtube.com/watch?v=S9VjeIWLnEg>

Communication

Due to the strict safety measures that we have in place, we will not be in a position to have our normal 'face-to-face' and incidental discussions with parents. Should you wish to speak to a member of staff, please telephone the school office on 01332 345997 or email admin@stchads.derby.sch.uk

Our main methods of communication e.g. sharing updates, sending out letters, will be via Class Dojo. Please ensure that you are regularly checking the app, as well as visiting our school website.

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Please only use the messaging feature to share home learning with your child's teacher. Any general queries must be communicated via our main telephone or school email.

Please do not use Class Dojo to report any absence or lateness: this must always be communicated to our main school office via the telephone.

Support for Children and Families

We do not underestimate how difficult the past few months have been for us all and we all will have been touched in some way by the coronavirus pandemic. The first few days will be spent helping the children to settle and become familiar with our new routines. Lots of time will be spent on personal hygiene and emotional wellbeing.

Parents may wish to seek support for themselves from the following support agencies:

- Samaritans – call free 24 hours a day on 116 123
- National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247
- Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083
- Additional organisations can be found on our website here:
http://www.stchads.derby.sch.uk/website/coronavirus_school_closure_updates/466308

I hope that these arrangements provide you with the information you need to support your child's return to school. Over the coming days, you will all receive a COVID-19 Pupil Checklist Booklet to help summarise the key information shared in this letter.

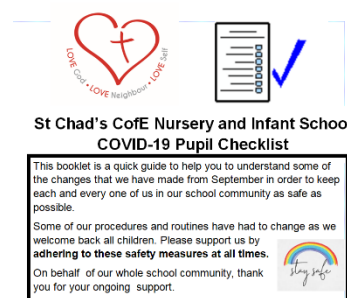
I would like to take the opportunity to thank you for supporting the school over recent months and supporting your child with their home learning. I will be carefully monitoring the government guidelines over the summer holiday and let you know if anything changes.

We look forward to welcoming your child back to school on Thursday, 3rd September.

Yours faithfully,

K. Leach

Ms. K Leach
Headteacher



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