



St. Mary's CE Primary School

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Coronavirus – Further Details for School Re-Opening

Tuesday 2nd March 2021

Dear Parent/Carers,

In our previous letter we confirmed the re-opening of our school to all pupils on **Monday 8th March 2021** and we are very much looking forward to welcoming back our pupils to face-to-face education next week.

This letter outlines further details regarding our re-opening and aims to provide you all with the latest key information that you and your child need to know.

Attendance

From Monday 8 March, school attendance will be mandatory and our usual rules on attendance will apply.

As a reminder, your child should self-isolate and not come to school if they:

- Have coronavirus symptoms or have tested positive
- Live with someone who has symptoms or have tested positive
- Are a close contact of someone who has tested positive
- Are required to quarantine after visiting countries outside the Common Travel Area

In line with the latest government guidance, pupils who are **clinically extremely vulnerable should not attend school**. If your child is in this group, they should continue to learn from home until further notice. Please send a copy of your child's shielding letter to attendance@st-marys-putney.wandsworth.sch.uk

For pupils who are self-isolating or shielding your child's class teacher will provide remote education for them through Microsoft Teams.

Our safety measures

Rest assured that we're doing everything we can to make sure our pupils can return to school safely. We will continue to follow our **coronavirus risk assessment** document, which has been updated for this re-opening, so please refer to this important document to find out what you'll need to do to help us implement our safety measures. This risk assessment document can be viewed online from our school website here:

<http://www.stmarysschoolputney.co.uk/coronavirus-information/>

Vision: Delivering excellence, allowing all to flourish

Mission: Creating a culture of wonder, guided by Christian faith

Values: Compassion ○ Endurance ○ Thankfulness

To help keep everyone safe please find below a summary of the key protective measures taken from our coronavirus risk assessment:

- **Minimising contact:** an individual who is required to self-isolate (for example, they have developed coronavirus symptoms or have tested positive) must not come into school. Anyone who displays coronavirus symptoms whilst in school will be sent home to start their isolation.
- **Social distancing:** in order to further minimise contact and mixing between people we will keep classes separate in their own distinct 'bubbles'. We will continue to operate staggered arrivals and dismissals as explained later in this letter. Movement around the school site and use of the playground will also be staggered.
- **Face coverings:** these will be worn by staff and adult visitors, unless exempt, in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in primary school do not need to wear a face covering.
- **Cleaning hands:** frequent and thorough hand cleaning is promoted and we ask both staff and children to clean their hands when they arrive at school, after using the toilet, when they return from breaks, when they change rooms, before and after eating and when they leave the school.
- **Respiratory hygiene:** tissues and bins will be available throughout the school to support staff and children to follow the 'catch it, bin it, kill it' approach.
- **Enhanced cleaning routines:** on top of our usual cleaning schedule, we will also regularly clean frequently touched surfaces (for example, classroom tables and door handles), playground equipment and toilet facilities.
- **Asymptomatic testing of staff:** all of our staff are offered home testing kits to take part in a voluntary asymptomatic testing programme.
- **Responses to infections:** the school will promote and engage with the NHS Test and Trace process and contain any outbreak by following Public Health England advice.
- **Contingency planning:** these will be in place for any outbreaks that require further restrictions in school (for example, to help minimise the impact from new variants).

Procedures for arrival

As before, we will continue to operate a soft start to pupils arriving in the morning from 8.40am with a specific time for each class to begin formal teaching and learning. This has been done to create a safe, socially-distanced and staggered arrival at school for all children and parents. **Please ensure only one parent or carer comes to the school to drop-off your child(ren).** We kindly ask all parents and carers to form a socially distanced queue and to wear a face covering. The **school gates will open at 8.40am**, but please be mindful that this does not mean that everyone should arrive at this time, but instead **children should arrive just ahead of their start time for formal teaching as shown in the table below.** Once again, children should arrive to school through their allocated gate. This will continue to be the Kitchen Gate for children in Nursery, Year 1, Year 3 and Year 5 and the Main School Gate for children in Reception, Year 2, Year 4 and Year 6. Parents and carers

dropping children off through the Kitchen Gate should approach school and queue from the Putney High Street end of Felsham Road and those dropping off through the Main School Gate should approach school and queue from the Putney Common end of Felsham Road. We urge parents and carers to ensure your child(ren) arrive on time for school. Please say goodbye to your child as you approach school so that children can enter quickly.

| ARRIVAL | |
|--|--------------------|
| Gates open at 8.40am; Formal teaching begins at: | |
| Kitchen Gate | Main School Gate |
| Year Five – 8.45am | Year Six – 8.45am |
| Year Three – 8.50am | Year Four – 8.50am |
| Year One – 8.55am | Year Two – 8.55am |
| Nursery – 9.00am | Reception – 9.00am |

Please be reminded that The Department for Education requires you to vacate the area outside of school as soon as you have dropped your child off. You must not stop to talk with staff or other parents as this will cause a delay. Please be mindful and considerate of other members of the public using the pavements and roads outside of the school and adhere to social distancing at all times.

Procedures for dismissal

At the end of the day, **please arrive at school for your eldest child's pick up as shown in the table below.** They will come out of school with their younger siblings so that your whole family can leave at the same time. **Please ensure only one parent or carer comes to the school to collect your child(ren).** As before, we kindly ask all parents and carers to form a socially distanced queue and to wear a face covering. Please see the signage outside school if you are unsure. Children will be dismissed through their allocated gate as their parent/carers move to the front of the queue. This will continue to be the Kitchen Gate for children in Nursery, Year 1, Year 3 and Year 5 and the Main School Gate for children in Reception, Year 2, Year 4 and Year 6. Parents and carers collecting children from the Kitchen Gate should approach school and queue from the Putney High Street end of Felsham Road and those collecting from the Main School Gate should approach school and queue from the Putney Common end of Felsham Road. Please do not queue across Felsham Mews or go into the Mews. If you have arrived early, please wait on the opposite side of the road and wait for your child's dismissal time before queuing at the gate. Please do not stand in the road.

| DISMISSAL | |
|---------------------|--------------------|
| Kitchen Gate | Main School Gate |
| Year Five – 3.05pm | Year Six – 3.05pm |
| Year Three – 3.10pm | Year Four – 3.10pm |
| Year One – 3.15pm | Year Two – 3.15pm |
| Nursery – 3.20pm | Reception – 3.20pm |

Please be reminded that The Department for Education requires you to vacate the area outside of school as soon as you have collected your child. You must not stop to talk with staff or other parents as this will cause a delay. Please be mindful and considerate of other members of the public using the pavements and roads outside of the school and adhere to social distancing at all times.

School uniform

Full school uniform must be worn according to our school uniform policy. This includes school shoes however we are aware that this may be problematic at this time – please let your class teacher know if your child is awaiting new shoes! Children are welcome to bring trainers to change into for use on the playground, but must arrive and leave school wearing shoes. For details please refer to our school website: <http://www.stmarysschoolputney.co.uk/parents-and-pupils/school-uniform/>

What your child can bring to school

At this time we will continue to limit what items children can bring into school. Items allowed should be essential for their school day and will include:

- a packed lunch box for children not eating a school meal
- a coat and any additional items according to weather e.g. sun hat
- a pair of trainers to be worn on the playground (as explained above)
- a water bottle – clearly named (all of our drinking fountains are currently out of use, but children will be able to fill up bottles from the drinking water taps in school)
- a morning snack for break time
- personal safety and hygiene items such as hand gel and pocket tissues
- Book bags (if appropriate)

Pencil cases, stationery or other equipment are not permitted and will be available in class.

Lunches

Lunches will continue to be eaten in class bubbles. See the information attached for the menu for this half term.

Lockdown has been a challenging period for all of us, and we'd like to thank you for your continuing support during this difficult and uncertain time. If you or your child have any concerns about returning to school, or if you think your child might need extra support when they return, please get in touch with Kerry Dunford (Inclusion Manager) by sending an email to: kdunford.212@lgflmail.org

We'd also like to thank you for all your support in helping your child learn from home. We'll continue to keep in touch if we update our plans or if we need to make changes due to new government guidance.

Best wishes,

Amanda Bishop/Wendy Livingstone
Acting Head Teachers