



Back to School Parent/Pupil Information September 2020

AUTUMN TERM
ST MARY'S CATHOLIC PRIMARY SCHOOL

A step by step guide to each day

- ▶ All classes will be able to access a short video clip on Wednesday 2nd September giving them a tour of their classroom by their new teachers and teaching assistants.
- ▶ A parentmail containing the link to these will be sent on Tuesday morning

Covid-19

All families are expected to comply with Track and Trace

Children are not to be brought to school with any Covid-symptoms

Children must not come in to school after returning from an overseas location until they have completed any necessary quarantine

Behaviour

All children will be expected to display their usual high standards of behaviour and:

Follow the one-way systems

Wash their hands when requested to by a member of staff

Use the furniture where it has been placed by staff

Avoid touching the adults in their room or their friends as much as possible

Sneeze, blow their nose or cough into a tissue which will be placed in the specific bin

Only work/play in their own bubble and in their allocated space

Uniform

Children are to wear full school uniform.

On PE days PE kit should be worn.

PE will take place outside this term, so please ensure your child has a jumper/tracksuit bottoms/leggings if it is cold.

Even if the weather is bad in the morning when your children are getting dressed they should still wear PE kit as often the weather changes throughout the day.

Entry in to school

All entry to school is via the usual school gates – these are now gate A and B and are separated by fencing to enable the one-way system.

Please arrive in the park at your allocated time and wait at one of the cones until your class is called forward.

All children will have their temperature taken by a non-contact thermometer on the way into school

Start of the Day

Children start at their allocated time and enter through their specified gate.

They follow the one way system to their classroom where they will be met by their teaching assistant who will help hang their coat and bag in the classroom.

Children may bring a small bag with them if they need to – if it is too large to hang on their peg they will be asked to bring a smaller bag.

Please only include essentials in the bag – water bottle, reading book, lunch box.

Children are not to bring in pencil cases – they will continue to be provided with their own school pencil cases.

Start and Finish times – EYFS and KS1

Classes	School drop off times	Entry/exit gate	Collection time
St Hilda EYFS Mrs Howells & Mrs Gale	9.05 – 9.15	Side A	2.40
St Luke Year 1 Mrs Cox	8.45 – 8.55	Side A	2.55
St Bernadette Year 1/2 Miss Squires	8.25 – 8.35	Side B	2.35
St Anthony Year 2 Mrs Howlett	8.55 – 9.05	Side A	3.05

Start and Finish times – KS2

Classes	School drop off times	Entry/exit gate	Collection time
St Clare Year 3 Mrs Buck and Mrs Macgregor-Boyle	8.35 – 8.45	Side B	2.45
St David Year 3/4 Ms Harding & Mrs Hardy	8.45 – 8.55	Side B	2.55
St Elizabeth Year 4 Mrs Stewart	8.55 – 9.05	Side B	3.05
St Kateri Year 5 Mrs Lloyd	8.25 – 8.35	Side A	2.35
St Josephine Year 6 Miss Barclay	8.35 – 8.45	Side A	2.45

EYFS

Our EYFS children will start their phase introduction to school from the 2nd September depending on the term of their birth.

Parents are able to stay with the children for the Stay and Play Sessions

Please refer to the EYFS starter pack which you have already received or is available on our website for a reminder of your sessions

Movement around school

Movement around the school will be minimal.

Children will be based predominately in their own classroom — each classroom has hand washing facilities.

Classes will only use their allocated toilets

The hall will not be used and any of the shared areas will only be used by one group per day and cleaned after this.

The children must keep left when moving around school, there is tape down the middle of the corridor to enable this.

Only one class will use the stair case at a time to the UKS2 areas.

Bubbles

Children will predominately be based in a class bubble – with a class teacher and teaching assistant.

All teachers are entitled to 10% PPA time each week (where they work away from the classroom) – this will be covered where possible by someone from within the bubble. Where this is not possible we will ensure that the adult covering the class works in no more than 2 bubbles in any one day

Children in Key stage 1 will form one large bubble to allow them to move between the three classes and the outside area for key curriculum areas such as phonics, continuous provision and outside learning.

Children will wash their hands before and after entering a different area and will be closely supervised and spaced apart as much as possible.

Curriculum

From September children will work in class bubbles. We will continue to have a broad and balanced curriculum,

Our first learning theme will be Who are We and we will include some transition activities we have did not managed to do last term

Music lessons provided by external providers will recommence in the Autumn term

Playtimes

Each class has an allocated area of the playground – there will be two classes at playtime at the same time.

Children will be supervised by adults from within their own bubbles.

With the ever-changing weather please ensure your child has a jacket/coat with them in case it turns cold

Each class has their own allocated playtime resources which will only be used by children in that bubble

The trim trail will remain closed

Assembly

Assemblies are key at St Mary's – so these can happen as a school community this term – they will be via zoom.

All teachers will log in securely and the children will take part in the assembly from their classroom.

Children will not currently take part in any singing

Lunch

All lunches for at least the first half of term will be packed lunches.

Children in EYFS and KS1 will be provided with a Universal Free School meal.

Lunches will be eaten in the classroom to avoid breaking any bubbles.

If your child has a school lunch it will be delivered to their classroom – again to avoid any bubbles being broken.

PE

Autumn 1st term only – this may change after October half term

Children to wear PE kits all day on the following days

Class	PE Days	
St Luke Year 1	Monday	Wednesday
St Bernadette Year 1/2	Tuesday	Friday
St Anthony Year 2	Monday	Thursday
St Clare Year 3	Monday	Friday
St David Year 3/4	Tuesday	Thursday
St Elizabeth Year 4	Wednesday	Tuesday
St Kateri Year 5	Tuesday	Thursday
St Josephine Year 6	Wednesday	Friday

Extra- curricular activities

Staff led clubs will start after October half term.

To ensure we keep our bubbles as intact as possible – clubs will have limited spaces and only be open to one class

School visits may happen to enhance the curriculum this term and you will receive details in the usual way if this applies to your child's class

Wrap around childcare will continue to be provided by The Childcare club

Visitors

Visitors to school will not be allowed except for exceptional circumstances.

Parent helpers will still be gratefully accepted into school and will be part of their child's bubble.

Any visitors into school will be expected to comply with track and trace.

Communication with school staff

If you need to speak with your school staff, Mrs Irvine and the inclusion team will be on the gate every morning and can pass on a message.

You can telephone the school office and ask for a message to be passed on.

You can email the teacher directly using the class email, the teacher will then respond either via email or telephone.

Staffing

We are very pleased to welcome back all of our school staff and to welcome Miss Lloyd into our Office Team as the Headteacher's PA

Staff will not routinely use PPE – if they are caring for a child with Covid symptoms PPE will then be worn

Staff administering 1st aid will wear gloves as they would normally

Staff will not routinely wear masks but some may where social distancing cannot be observed

Staff are only meeting face to face within their own phase bubbles, all other meetings are taking place virtually.

INSET Days -
school will be
closed to all
pupils on...

Tuesday 1st September

Wednesday 2nd September

Friday 25th September

Friday 27th November

Monday 30th November

Friday 25th June