



# St Wulstan's Catholic Primary School

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Archdiocese of Birmingham

Principal: Mrs KE Savage

15 July 2020

Dear Parents/Carers

We are very much looking forward to reopening to all of our children from Thursday 3 September 2020.

Please find below further details and guidance on how we will operate upon the reopening of St Wulstan's. It is vital that you read this letter in detail to ensure the safety and well-being of our pupils, parents and staff. We would be extremely grateful if you could share the procedures and guidance with your child (at an appropriate level) so that they know what to expect when they return to school.

Many of these procedures will seem stark at first but please be reassured that our staff will provide the children with a warm welcome every day and will ensure that their emotional and mental well-being is the priority. We want you and your children to feel safe at St Wulstan's and will continue to provide them with the excellent pastoral care that we pride ourselves on as well as ensuring that they are kept as physically safe as is manageable.

## **Class Organisation and Safety Procedures**

The following organisational and safety procedures have been put in place:

- Children will be placed in a year group bubble.
- Teachers and teaching assistants will be allocated to each bubble.
- In line with government guidance, children will not be socially distanced within their bubble but staff will maintain a 1 metre plus distance for the majority of the time.
- Each bubble will not be permitted to mix with any other bubbles.
- Each bubble will have their own classroom hygiene station with hand cleaning facilities
- Each child will have access to an individual set of resources including stationery – sharing of resources will be limited.
- All break and lunch times will be staggered to ensure that there is no contact between each bubble.
- Staff will ensure that regular hand washing takes place throughout the day.
- Surfaces in classrooms, equipment and communal areas such as toilets will be cleaned regularly throughout the day and at the end of each day.
- All spaces will be well-ventilated and that doors and windows remain open if it is safe to do so.
- Parents must ensure that they have provided the school office with up to date contact information by returning their data collection sheets by Monday 7 September.

## **Uniform and Equipment**

- Children are able to wear summer uniform (red polo shirts and shorts for boys, pink or red summer dresses for girls) until October half term but winter uniform is also acceptable.
- Children will be required to bring in their PE kit on the first day of term making sure that this includes a pair of pumps or trainers that must remain in school.
- The items that your child will bring in to school must be limited to a coat, tissues, a packed lunch, a water bottle and reading book/homework diary. A school book bag or as small a bag as possible for these items is preferred. Pencil cases, other books, skipping ropes etc. are not permitted.

## **Part of the Saint Nicholas Owen Catholic Multi Academy Company.**

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- Children will be encouraged to bring their own pack of tissues with them in order that they can follow the Catch it, Kill it, Bin it guidance – lidded pedal bins will be available in each classroom.

### Lunches

- Shires Catering will be providing a limited school lunch menu. Initially this will take the form of a 'Grab bag' with choice of a hot or cold lunch. These can be ordered using the usual ParentPay system and the menu will be on the school website.

### Arrival and Dismissal

In order to maintain social distancing, the following procedures have been put in place:

- Arrival and dismissal times have been staggered – please see below for details. It is extremely important for everyone's safety that these timings are strictly adhered to.
- If you arrive **before** the detailed time, you and your child must not enter the school site until your allocated time slot.
- All children must be accompanied by an adult on arrival at school – only one adult per child/family.
- Please enter through the pedestrian gate **only** and adhere to the social distanced markings, on the school path and red fence, to form a queue to the **main entrance**.
- Each child will be greeted at the **main entrance** and sent to their classroom.
- Parents will then exit through the gate to the staff car park and follow the pedestrian path.
- The same procedure will take place for dismissal – please collect your child from the **main entrance** at the time detailed below.
- Any communications with staff must be made via telephone or email – there will be no opportunity for face to face conversations. Please use your child's year group email address.

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|-----------------------|---|
| <b>Group</b>          | <i>Various groups/times<br/>Please look out for a final letter which will contain<br/>a group number for your child/ren. This will be<br/>emailed to you.</i> |
| <b>Arrival Time</b>   |   |
| <b>Dismissal Time</b> |   |

### Pupils/Staff displaying Symptoms

If anyone in the school 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 (anosmia), they will be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms. If any child or member of staff becomes ill with confirmed COVID-19 immediate information will be published in accordance with government and Public Health England guidance.

### School or Bubble closure

In the event of a 'Bubble' isolation, home learning provision would replicate what aspects would be taught in school. This will be a blend of Home Learning packs and e-learning via a Learning Platform. Details of this will be provided in September. A local lockdown would initiate the same system.

We miss our children very much and look forward to September when our wonderful school community can be fully together again.

If you have any concerns at any time please do not hesitate to contact us via email or telephone.

Yours faithfully

KE Savage  
Principal