



St. Elizabeth's Catholic Primary School
A Voluntary Academy

Headteacher:
Mrs L. M. Kelly, B.Ed.



9th June 2020

Dear Parents and Carers,

I hope this letter finds you and your families well.

May I begin by apologising for the length of this letter; however, I believe the information within it will be helpful and serve as a useful update so you can make the best choice for your child or children with regard to St. Elizabeth's reopening.

As you can imagine, recent weeks have been a very challenging time for schools and Governing Bodies as we attempt to put plans in place for the phased reopening of our schools.

Further to my letter of 28th May, I can confirm there was a meeting of the Trust Board last night to determine when schools should reopen. In reaching this decision, the Trust Board took account of the R rate in the North West, advice from the Local Authority and the views of Heads and Chairs of Governors. Whilst the R rate remains high, and is likely to remain so for some time, Manchester's Director of Public Health has advised schools that they should continue with their plans to reopen. This is because the rate in Manchester remains lower in comparison to other areas in the region, such as Tameside. In light of this specific advice about our locality, Directors have taken the decision to reopen schools from week beginning 15th June, but only to Year 1 and Year 6 pupils. **Year 6 will return on Monday 15th June followed by the Year 1 on Wednesday 17th June.**

Y6 will start school on Monday 15th June at 9.20am and must be collected at 2.55pm

Y1 will start school on Wednesday 17th June at 9.00am and must be collected at 2.35pm

NB please only arrive at your designated start time in order to limit numbers around the school site

As the R rate remains high, the Trust Board, Heads and Chairs of Governors will be meeting again on 22nd June in order to review the situation and decide whether Reception children should return, followed by some Nursery children where there is adequate space and staffing to do so safely. Again, I will provide you with an update following that meeting.

At this stage the government has only asked schools to consider the wider opening for key year groups and at present there are no plans to offer places to Years 2, 3, 4 or 5. We will keep you updated as things change and I

Let Your Light Shine



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would like to stress that I cannot wait for the time when we can welcome back our whole school community. The majority of this letter is therefore only relevant to parents of children in Year 6 and Year 1 (Reception should the Trust decide to offer places to reception at a later date). However, I hope the contents will give you a clear indication of how this could look for your child in the future.

As I have previously communicated there are many specific considerations unique to individual schools and all our decisions are based on the health and safety and capacity of children and staff at St. Elizabeth's. I must also reiterate that all our plans to date are based on the current responses we have received in our initial survey.

If following further thought, discussions or government guidance you have now changed your mind about your child attending school please ring the school office **by Friday 12th June, 12.00pm at the latest.**

I am sure many parents/carers may wish to 'wait and see' how we can implement our plans. I understand this fully. However, please be aware that we will need at **least 5 working days'** notice to admit further children due to the complex nature of the planning involved. You will not be able to simply 'drop off' your child(ren) without informing school.

This current plan may alter if situations and requirements change therefore as we begin this plan parents must be aware that it is open to change at any point.

Whilst Government guidelines state that children are not expected to socially distance at school, we will do our best to support this for those attending. We have put as many measures in place as possible to increase hygiene and safety in and around school.

We are currently creating a 'Welcome Back' video which will explain daily procedures. This will be shared via School Jotter and Tapestry.

Clinically Vulnerable & Clinically Extremely Vulnerable

If your child is clinically extremely vulnerable, or living with someone who is in this group, they should not come back to school and should continue home learning. If your child is clinically vulnerable (but not clinically extremely vulnerable), you should follow medical advice to decide if they should come back to school.

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Class organisation and layout

- Year groups will be divided into smaller 'Pods' (Year 6A, Year 6B and Year 1A)
- We are aiming that our Pods will be no more than 10 which is based on classroom size
- Identified Pods will stay together throughout the whole day and will not mix with any other Pod.
- Windows and classroom doors will be open at all times, within reason, to increase ventilation
- Pupils in Year 1, Year 6 and the Critical Key Worker Pods will be sat at individual Tables
- We will provide each child with their own pack of equipment which should not be shared with any other child; staff will reinforce this with children at regular intervals.

Entry and Exit into school

- We will run staggered drop off and collection times to reduce the number of people on the school site
- Entry and Exit to the site is via a one-way system – entering via the Carling Drive gate and leaving by the Calve Croft Road gate. There will be **no** exceptions to this, for the safety of all pupils and staff.
- Children will be met at the gate by a staff member.
- There are 2m floor markings in place which we ask you to follow and use
- Adults who accompany pupils to school will be expected to maintain the stringent 2m social distancing recommendation
- Signs and staff will indicate directions and instructions to you each day
- Only one adult from the same household will be allowed to accompany their child to the school gate and we ask that you avoid bringing any other children where possible
- Bikes and scooters will not be allowed on the school site for any year group

Cleaning and Hygiene Practice

- Cleaning staff teams have been expanded to allow for more thorough and regular cleaning throughout the day
- Pupils and staff will wash their hands and use hand sanitizer regularly throughout the day
- No bags are to be brought into school
- Coats are to be put on the back of your child's chair
- A named water bottle must be sent in daily
- Children and staff will not wear masks or face coverings during the school day, except to provide First Aid or Personal Care

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Lunchtime

- Lunchtime will be staggered
- They will eat in their classroom before going outside
- Each group will have their own designated area of the playground and field for usage
- All Y6 children must bring a packed lunch including FSM children as the Edenred Voucher scheme will continue
- Lunches must be in a throw away bag and nothing will be returned home
- Y1 children will be provided with a packed lunch as they would normally under the Universal Free School Meal Scheme

First Aid, Personal Care or Individual Care

- All classrooms are provided with basic First Aid Kits
- Staff will only wear PPE equipment when a child/staff member becomes ill and there is a need for personal care

Home Learning Offer

- The home learning offer will continue for all those children who are not in school

Parental Communication

- We ask that parents and carers only contact school via email, School Jotter or telephone – this is to protect staff, pupils and the community
- There will be no opportunity to call into reception to discuss issues face to face

Uniform

We expect children to be in clean and appropriate clothes every day. Government guidance is that upon returning from school children should change out of their clothes and these should be washed each day. We feel that few parents would have 5 sets of uniform and quite possibly, over recent weeks, children may have grown out of their current uniform. Children may wear their own clothes to school but please be mindful of our high expectations in all areas of school life including dress code. Whilst it may be tempting to allow vest tops/crop tops in warm weather these are not suitable items for school. Should you choose to send your child in their school uniform please ensure this is washed daily.

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I would ask that you continue to encourage good infection control practices, such as thorough handwashing at home and keep your child informed about the things, they can do to discourage the spread of infection.

I hope this letter has served as a clear indication of what we will endeavour to put in place as control measures to minimise risks but this will not mean that risks can be removed altogether. However, it should be stressed again that children who are classed as clinically vulnerable, due to pre-existing medical conditions are not expected to return for the time being. Parents who decide not to send their child back to school until September will not receive any penalty or fine.

Finally, I would once again like to take this opportunity to thank you wholeheartedly for your understanding and ongoing support in helping us to manage this challenging situation.

Yours sincerely

Mrs L Kelly

Executive Headteacher

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