



**St Patrick's**  
Catholic Voluntary Academy

**ST. PATRICK'S CATHOLIC VOLUNTARY ACADEMY.**

Coronation Avenue, Wilford, Nottingham NG11 7AB

☎ 0115 9152961 Fax 0115 9152962

Email: admin@st-patricks.nottingham.sch.uk

Website: www.st-patricks.nottingham.sch.uk



**OUR LADY  
OF LOURDES**

CATHOLIC MULTI-ACADEMY TRUST

**Headteacher:** Mrs T Lane

28<sup>th</sup> May 2020

**IMPORTANT INFORMATION- SCHOOL OPENING**

Dear Parents/Carers,

I hope this letter finds you all safe and well in these difficult times which are set to remain for some time to come. As you know schools will reopen from June 1<sup>st</sup> to nursery, reception, year 1 and year 6 pupils. A great deal of planning and preparations have had to be made in readiness for this to make the school setting as safe as possible for pupils, parents and school staff. There are a number of measures that we have had to put in place to make this happen which everyone sending their child to school **MUST** follow or your child will not be able to return to school. Safeguarding, health and safety are our first priorities and we ask your cooperation in following these measures.

**Access to School-** a one-way system will exist around school. **Keep 2 metres apart at all times. All Parents and pupils** must enter through the main entrance by the staff car park and walk around the school until you reach your child's classroom outside door where they enter. Please continue on the path and exit school through the KS 1 playground gate. Go straight home, do not congregate on paths, in or outside school grounds. No one is to enter through the KS1 gate even if your child is in nursery, reception or year 1.

**Access to the School Office-** there will be a locked post box for letters, lunch money etc on the wall outside the school office. All monies must be in a sealed envelope with your child's name, class and contents of the envelope clearly written on the front and posted into this box which will be emptied by staff. There will be **NO** access to the school office unless in an emergency and then on a one in, one out system. Please communicate with school by telephone wherever possible.

**Arrival & Collection Times-** class arrival times will be staggered to reduce the number of people on site at all times to reduce the risk of transmission of the virus and meet social distancing regulations as much as possible. I appreciate timings may cause some inconvenience for parents but it is a safety measure that all schools are directed to put in place. **YOU MUST ARRIVE AND LEAVE AT THESE TIMES**, please do not arrive early and wait or arrive late to bring or collect your child. This may result in your child not being able to attend school. **Parents must collect their own child, you can't collect children from other families, only one adult per family please.**

Classes	Arrival Time	Collection Time
<b>Family Groups-</b> for parents with more than one child from their family in school.	9am	3pm
<b>Key Worker Groups-</b> sited in the year 3 classroom	9am	3.15pm
<b>Nursery</b>	9am	12pm
<b>Year 6</b>	9.15am	2.45pm
<b>Year 1</b>	9.30am	3pm
<b>Reception</b>	9.45am	3.15pm

**Belongings-** children are not to bring any belongings from home into school except a coat and sunhat and for those pupils who have a packed lunch, lunch in a disposable bag that can be thrown away after they have eaten, they have their own water bottles already in school. Book bags and reading books etc must remain at home. Please do not bring scooters to school, children can cycle if absolutely necessary, if it is too far to walk to school, but must store their bikes securely without touching other children's bikes in the bike rack.

Children must wear full school uniform, which must be clean clothes every day please. There will not be a snack bar at breaks so your child may bring a **nut free snack** to school for breaks- a piece of fruit or breakfast bar, no sweets please.

### **Social Distancing & Safety-**

- In school, children will be working in school in small 'hubs' of no more than 15 pupils in a room with an adult. Once in their hubs they won't be allowed to mix with children in other hubs.
- Children will remain in these hubs all day and only leave to go to the toilet or to go out to break.
- Children in Years 1 and 6 and key worker children will be allocated their own table to work on and will have their own resources which will not be shared with other pupils or adults.
- As explained in government directions, because of the age and learning behaviours of the children, social distancing in reception and nursery can't be put in place in the same way. Children will only share resources with children in their hubs. These resources will be cleaned daily then put away for a week and new resources will be put out the next day. Soft furnishings e.g. cushions, soft toys, rugs, drapes will be put away. The rooms will be stripped back and only limited resources will be available to the children to limit the number of resources and surfaces touched by the children and adults.
- Lunch will be served in the classrooms and children will have staggered break times to avoid hubs sharing the same allocated space outside.
- Each hub will have their own first aid kit. In addition to this many of the staff are also qualified first aiders and leading hubs.
- Cleaning across school is increased considerably with key areas of school being cleaned, before school, during the day and after school. Each hub has their own cleaning resources for during the day needs and tissue bins are emptied regularly during the day.
- Regular and thorough handwashing is key to maintaining hygiene and reducing the risk of the transmission of the virus. Please make sure your child washes their hands thoroughly for at least 20 seconds with warm water and soap before they leave home. When they arrive at school they will be instructed to do this again, this will happen regularly during the day- before they eat, after eating, after break times, after sneezing and whenever needed. In addition to this we have hand sanitiser available in hubs. **Please talk to your child about the importance of complying with these directions in school.**
- If a child starts to show symptoms of coronavirus or becomes unwell, they will be isolated and you will be contacted immediately to collect them. Please book a test for your child and inform us of the results. Your child and your family will need to self-isolate for 14 days and if the test results are positive, the rest of the hub will need to remain at home and self-isolate for 14 days.
- Government guidance from the Department for Education States:

***'We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account.'* DfE May 2020**

Whilst we are implementing health and safety guidelines outlined by the government and Academy Trust, the success of these measures are also dependent upon your child and you as parents supporting and following them rigorously at all times. Staff will adhere to social distancing as much as possible when working with your child but we can't guarantee children will not come into contact with staff or each other in a school setting or on the way to and from school. Please avoid the use of public transport as much as possible during busy periods, this is another reason why we have staggered start and end of day times.

**Distance Learning-** will continue for pupils in all year groups while we have the staffing levels to provide this.

We want to work with you in a supportive capacity as usual and will support parents' decisions to keep your child at home if that is your preference.

Stay safe and well.

Kind regards,

Tracy Lane, Headteacher