



PARENT GUIDE -Whole School Summer Term 2022

***We hope you find this guide helpful and supportive.
Please read in full – there have been substantial changes.***

Uniform Policy

We expect children to come to school in full school uniform each day.

- White school polo shirt (plain or with school logo)
- Purple school sweatshirt or cardigan (plain or with school logo)
- Grey skirt, pinafore or smart grey trousers/shorts
- Plain white or grey socks; grey tights may be worn during colder weather
- Black shoes or black ankle boots – these should have a good grip sole, be well-fitted and comfortable to sit in cross-legged. If laced, please ensure your child can fasten them independently.
- Optional purple reversible fleece/jackets and purple reversible storm proof jacket (both with school logo) are available

Although restrictions are now removed, guidance remains for school to be well-ventilated so we will also need to have classroom, corridor and hall windows open at least partially. Children will be permitted to wear their coats inside school if they are seated next to an open window and feel cold. In cooler weather, we suggest additional layers under the uniform – for instance, a white T-shirt or vest underneath the polo shirt.

We will be using carbon dioxide monitors to support us ensuring adequate ventilation.

Long hair must be tied back for safety and hygiene, and children should not attend school with their hair dyed or sprayed with colour. Hairbands, bows and clips should be of a sensible size.

If children have pierced ears, they may wear stud earrings only, which they must be able to remove and put back in again independently on PE days.

No other jewelry except a watch should be worn. No smartwatches, please.

Physical Education (PE) kit

As it has proved popular with parents and ensured fully-active lessons, your child can come to school wearing their P.E kit for the whole day. This will minimize the bags around school, loss of kit, and also save lesson time. From PESSPA guidance, please note that items with hoods are not considered safe for PE. If your child wants to wear an additional layer when doing PE outdoors in cooler weather, the hood will need to be detached or able to be tucked inside the back of the coat/jacket. For similar reasons, scarves are also not permitted.

PE kit consists of:

- Black or dark grey shorts, joggers or leggings (plain – no branding)
- White polo shirt or t-shirt (plain or with school logo)
- Purple school sweatshirt or cardigan (plain or with school logo)
- Black or white trainers (as plain as possible and no bright colours) - if laced, please ensure your child can fasten them independently

PE kit is part of our uniform and must be adhered to.

Parents will be informed on the first occasion if what their child is wearing does not meet our policy. On the second or subsequent occasion, parents will be contacted and asked to bring appropriate uniform to school for the child to change into. Failing this, the child will be required to change into spare uniform in school for the whole day.

Your child's teacher will advise which days are the usual PE days for the class, and if there are any timetable changes.

What to bring to school

- Children may bring in a **school bag** with their reading book as well as other essential personal items, such as their own tissues and hand sanitiser. They may also like to bring in outdoor play equipment, such as a ball or skipping rope. Balls should not be hard enough to injure if thrown or kicked with force, e.g. no leather footballs.
- Children in Years 3-6 may bring in a **pencil case**, but larger cases that don't fit into trays will need to be kept in lockers or taken home at the end of each day.
- A **water bottle** – for use in class and to be taken home and thoroughly washed each day. No juice or squash, please.
- A **snack** for morning break time. Free fruit is always available for children in Reception and Key Stage 1, and snacks can be ordered daily from the school kitchen. Snacks brought from home should be healthy and low in sugar and salt – we ask you not to send in chocolate bars or crisps for snacks. These can be eaten as part of a packed lunch instead.
- **Packed lunch** (unless you choose to buy a school lunch). Please ensure that your child can open items in their packed lunch by themselves.
- A **waterproof coat**
- A **change of clothes** – this can be spare uniform, spare PE uniform or spare plain joggers, underwear, socks and shoes/trainers. Bad weather and accidents do occur and it's sensible for children to have something spare to change into should their clothing become wet or heavily soiled

If children in Years 5 and 6 travel to school independently, parents may like them to carry a mobile phone. We are happy to support this, but phones must **not** be used once inside school grounds and they must be handed in to class staff and kept in the school office throughout the school day.

Arrival and Exit Times

Morning register time is at 9am.

We will open our doors and take children into school on a filtered basis from 8:50am to 9am, and home time will be at 3:15pm.

As most restrictions have ended and the car park will shortly be used to support temporary facilities, we will now return to using the playground side of school for all entry and exit onto school grounds. We will continue to use multiple entry and exit points so that children crossing each other on the corridors is minimised and there is no crowding at the entrances.

Please do not bring your child to school if they are clearly unwell, have a high temperature or have had vomiting/diarrhoea (in the past 48 hours). School has the right to refuse entry if we have reason to believe that your child is unfit to attend.

Also, please be mindful of other families dropping off their children as the pavements outside school are narrow. To support with avoiding congestion and children having to step into the road, parents are kindly asked not to gather in groups on the pavement at the entrance gates and railings. Please come onto school grounds instead.

All children will enter the school grounds through the main gates at the front of school. Due to the larger number of children again on the main playground, parents/carers now need to REMAIN to supervise their children on the playground if they arrive before 8:50am as they did pre-pandemic. Staff will NOT be present before 8:50am.

Reception parents will walk their children around the back of the building to enter through their outdoor area from 8:50am to 9:00am.

Y2, Y3 and Y4 will be entering the building through the main entrance door (for the school office) and will line up there at 8:50am.

Y1, Y5 and Y6 will be entering at the top double door facing the gate and will line up there at 8:50am.

At 8:50am, any children waiting will be taken into school by a member of staff and then the doors will be staffed until 9am so children can filter in as they arrive.

We can accommodate bikes and scooters and we encourage children to safely use these or walk to school, whenever possible, as part of our WOW project to reduce traffic congestion and air pollution and increase the safety on the roads around school. Your child will earn a WOW badge monthly if they walk, scoot or ride to school just 4 times in the month.

At the end of the school day at 3:15pm, the children will exit through the same doors with their class teacher. Again, we ask that you come onto the school grounds to avoid congestion on the pavements.

To avoid children crowding near doorways and gates, they will have their allocated area to wait for collection by parents:

- Front playground by the office for Years 2, 3 and 4
- Front playground by the double red doors for Years 1, 5 and 6

Key Stage 1 children MUST be collected from their line by a responsible adult. Please walk to the line to collect your child to support with seeing them out safely.

As usual, if parents wish Upper Key Stage 2 children to walk home by themselves, please let their teacher know they have your permission for this.

Hand Washing and Hygiene

School guidance is to continue to promote good hand and respiratory hygiene.

- Children will be asked to sanitise at a hand sanitiser station on entering and exiting the build and to wash their hands or hand sanitise before and after break, before and after lunch and after every toilet visit. There will be pump hand sanitisers and additional, wall-mounted, automatic hand sanitisers around school for staff and children to use. Children may bring their own hand wash and/or hand sanitiser (with name label) and keep it in class if their hands become irritated by what is provided.
- Children will also be expected to practice good respiratory hygiene – catching coughs and sneezes in tissues and disposing of them in a lined, lidded pedal bin, and then washing their hands. We have lidded bins available in each classroom for used tissues, hand towels and antibacterial wipes.
- Children will be asked to avoid touching their mouth, nose and eyes with their hands or equipment. There will be verbal and visual prompts to remind them.
- Children should not share drinking bottles or food.

Infection control

We will continue to follow an enhanced cleaning regime with common touch points cleaned at least twice daily, to make the school as safe as possible for children and staff.

Government and UKHSA guidance is clear that children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school when they no longer have a high temperature, and they are well enough to attend.

Adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious. For children and young people aged 18 and under, the advice is 3 days. If you are using up any tests you may have left over, and your child tests positive, then we will be following the guidance above and asking you to keep them off for at least 3 days. If your child then still has a high temperature, please keep them off school until it returns to normal and they are well enough to attend.

Please inform school about symptoms and any test results of your child, so that we can dynamically risk assess infection risk in school.

In Class

Teachers plan lessons carefully in a structured sequence to meet the needs of the class. Children are expected to engage fully in their learning, listen carefully to instructions and to complete a reasonable amount of written work, depending for their age and any special needs.

We have a teaching assistant based in each class in the mornings, as a minimum, to support learning. This could be working with an individual child or group, or monitoring the classroom to allow the teacher to provide focused guided work to a group. Teaching assistants also provide interventions, including those provided by external agencies.

We appreciate that children enjoy sitting with their closest friends. However, these are not always the best working partnerships. Class staff may allow free choice for seating, but they may also allocate set places or tables as the best way to maintain focus and support students during lesson input, according to their professional judgement.

Behaviour

Behaviour in school is generally very good, though it is only natural that sometimes students need to be prompted to follow our rules to keep everyone safe and able to learn. All classes follow an agreed system of warnings and sanctions, as well as rewards.

Please see the school Behaviour policy on our website for more detailed information.

Curriculum

- English and Maths are taught daily.
- Phonics is taught daily in Reception and Key Stage 1
- Science is now taught weekly again
- Foundation subjects include History, Geography, Religious Education, Computing, French, Design Technology, Art, Music, and Physical Education.
- Relationships and Sex Education is also taught, alongside Personal, Social and Health Education.
- Blocking all foundation subjects, although very helpful for resourcing and continuity, has proved difficult to timetable and for subject leads to monitor efficiently. We will now only be blocking History, Geography, RE, DT and Art. All other foundation subject lessons will be taught weekly.
- Years 1 to 6 will now have specialist Art lessons in half termly blocks once again
- Years 3, 5 and 6 will continue to have weekly music lessons delivered by specialist teachers for keyboards, guitar and Gospel singing.
- Specialist French teaching is delivered to all Key Stage 2 classes weekly.

Whole school assemblies will now begin again.

Homework

It is vitally important that your child reads daily at home from their school reading book, books you have at home, and/or Reading Eggs or Reading Plus. Reading is an incredibly important life skill to master, and one which makes a huge difference to life outcomes. Please regularly support your child in learning to read, becoming a fluent reader and developing their comprehension. If you need advice around this, your child's class teacher will be happy to discuss it.

Additional homework will mainly be electronic, with resources provided and marked automatically by the application (TTRockstars, Mathletics, EdShed and spag.com) or through SeeSaw by the class teacher.

Please contact us if you do not have access to the internet or a device to access homework other than a mobile phone. We may be able to loan a device.

Break Time and Lunch Time

Key Stage 1 and Key Stage 2 will continue to have separate morning break times, but the playground will no longer be zoned.

Children may be sat in mixed year groups in the hall to allow slower eaters to finish their lunches comfortably when other classes come in.

	Morning Break Time	Lunch Hall Sittings (approximate)	Return to class for toilet and handwashing
Reception	10:15-10:30am	11:50-12:10pm	12:40-12:50pm
Year 1	10:15-10:30am	12-12:20pm	12:50-1pm
Year 2	10:15-10:30am	12-12:20pm	12:50-1pm
Year 3	10:35-10:50am	12:20pm-12:40pm	1:05-1:15pm
Year 4	10:35-10:50am	12:20pm-12:40pm	1:05-1:15pm
Year 5	10:35-10:50am	12:40-1pm	1:05-1:15pm
Year 6	10:35-10:50am	12:40-1pm	1:05-1:15pm

Lunches

Free school hot and cold lunches on a 3-week rota will be available to all Reception, Year 1 and Year 2 children (under the Universal Free School Meals scheme) and to any children eligible for free school meals.

Children can choose whether to have a school dinner and what option they would prefer, on a daily basis.

SPRING 2021 MENU

	Week 1	Week 2	Week 3
Monday	Macaroni cheese	Margarita pizza, with herby diced potatoes and sweetcorn	Tomato and mascarpone pasta bake with seasonal vegetables
	Vanilla ice cream	Vanilla ice cream	Vanilla ice cream
Tuesday	Roast gammon with sage and onion stuffing, creamed and roast potatoes, carrots, broccoli and gravy	Roast turkey with sage and onion stuffing, creamed and roast potatoes, carrots, broccoli and gravy	Roast chicken with sage and onion stuffing, creamed and roast potatoes, carrots, broccoli and gravy
	Fresh fruit or yoghurt	Fresh fruit or yoghurt	Fresh fruit or yoghurt
Wednesday	Pork sausage with creamed potatoes, gravy, seasonal fresh carrots and peas	Cooks choice pie with creamed potatoes and seasonal vegetables (vegetarian available)	Chicken tikka masala with 50/50 rice
	Blueberry cake	Jelly and fruit	Flapjack
Thursday	Fish stars or crumb coated chicken, with chunky chips, peas or baked beans	Battered salmon or chicken poppers, with chunky chips, peas or baked beans	Seasoned chicken fillet or battered fish, with chunky chips, peas or baked beans
	Shortbread biscuit	Cookie	Toffee date cake or chocolate cake with orange
Friday	Spaghetti bolognese	Italian chicken pasta bake, with seasonal vegetables	Pork meatballs in tomato and basil sauce, with wholemeal pasta and peas
	Jelly and fruit	Fruit crumble and custard	Jelly and fruit

School meals will be provided with milk or water.

Sandwiches and filled jacket potatoes are available daily as an alternative to the main meals below.

Please note that we have been advised by the School Meals Service that, due to staff shortages in the current circumstances, they may not be able to cover any absence in our kitchen and there may be food supply issues. In this event, we may be forced to reduce the menu further on a temporary basis. In the worst-case scenario of no kitchen personnel available at all, only children on benefits-related free school meals will be provided with a

lunch and this would be a cold packed lunch. Should this happen, we will let parents know as soon as possible so that they can make alternative arrangements.

Attendance requirements

All children are expected to attend school full time. We will be recording attendance in line with government policy and our own Attendance Policy.

- Absences will be recorded, and we will ask for a reason for your child's absence.
- If your child is unwell, please call the school as soon as possible to inform us of their absence and what their symptoms are.
- If a child is not in school due to following guidance for having had a high temperature or testing positive, remote education will be offered through online programs and the application 'SeeSaw'. We will not set work if the child is ill or on term-time holiday.
- A high level of absence leading to attendance below 90% will be reported directly to parents in a letter from the head teacher and, if this becomes persistent, will be flagged to Warrington Borough Council Attendance Service. Persistent lateness will also be flagged due to the disruption this causes to the child's education and that of others. If there is failure to improve, further measures may be taken by the Attendance Service, up to and including prosecution in court.

There has been a concerning level of term-time holiday absence during this academic year. This is almost always unauthorised. As a guideline, term-time absence requests are only granted in exceptional circumstances, e.g. close family weddings, a family member in the Forces returning from deployment, and will be time-limited. Holidays being rearranged due to Covid do not fall under these guidelines and will not be considered for authorisation, nor will absences over 5 days be considered for weddings taking place abroad.

Contacting School

The majority of contact with the school, including with teachers, is likely to be by Seesaw, phone or e-mail to the school office, or speaking to your child's teacher at drop-off or pick-up times. There is a contact facility on our website for you to directly email the head teacher, the special needs and disabilities coordinator (SENDCO), or the office manager directly.

If there is a serious or sensitive matter to discuss, face-to-face contact inside the school building will be facilitated to support privacy.

Due to the main entrance being used as an entrance/exit by 3 year groups at drop-off and pick-up times, we strongly suggest that parents and carers only come to the school office outside of these times. As the foyer by the office is a small space, we ask that only one adult go into it at any one time so that privacy is maintained when discussing sensitive matters.

Supply Teachers

The school has two regular supply teachers – Mrs Dugdale and Mrs DePrez – both very familiar with our routines and expectations. We aim to minimise using external agency supply teachers to cover any short-term staff absence but this is sometimes necessary. If a teacher needs only a short period of time out of the classroom (e.g. to attend a local medical appointment), a teaching assistant can temporarily manage a part or whole lesson planned by the teacher. Teachers' planning time (PPA) will be covered by our regular supply teachers, or in-house, where possible. Our HLTA, Mrs Bond, is qualified to take a class and is also Forest School trained.

Mental Health

We aim to ensure that all our students are well-supported with their mental health needs. We will encourage children to use some therapist-recommended strategies to cope if they are experiencing difficult emotions. We ask that you alert us confidentially to any very challenging circumstances your child might be experiencing so that we can be mindful of the additional support they may need. Also, we have access to support from mental health care professionals, who can advise staff and parents and do direct work in some cases, if anxieties continue or if other mental health issues need addressing. This year, we are also fortunate to have a trainee play therapist on Fridays, who can support identified children meeting criteria.

We have included some tips and resources which you may find helpful.

Tips for parents to ease child anxiety

- A few days before school, start preparing children for the upcoming transition by getting back to school routines such as a realistic bedtime and selecting tomorrow's clothes, getting them up early in the mornings etc.
- Arrange play dates with one or more familiar peers before school starts. Research shows that the presence of a familiar peer during school transitions can improve children's academic and emotional adjustment. If this is not possible, show them class photos or talk to them about who they will meet again when back in school.
- Talk children through the morning routine and school drop-off; children are less fearful if they know what to expect. Talk to children about what to expect when they go in to school. Highlight the fun as well as what they might find challenging.
- Come up with a prize or a rewarding activity that the child could earn for separating positively from parents to attend school.
- Validate the child's worry by acknowledging that, like any new activity, re-starting school can be hard but soon becomes easy and fun.
- Reassure children that school is a safe place and explain what they can do to keep themselves safe (i.e. when sneezing 'catch it, bin it and kill it' by washing their hands). Explain what you as a parent

will do to keep yourself safe while you are at home or in work, as they may be anxious for your safety while they are apart from you.

- Parents should try and manage their own anxieties in front of their children, model a sense of calm and confidence.

For anxious older children who do not want to attend school, explain to them:

How avoiding school maintains their anxiety levels and eventually causes their comfort zone to decrease even further. Facing our fears may increase our anxiety temporarily at first and cause discomfort, but eventually the anxiety reduces.

The body symptoms that we experience when we're anxious (i.e. fast beating heart, sweaty palms, fast breathing etc.) can be alarming but they are our body's natural response to a perceived danger, and we can learn ways to self-calm.

Videos for children that explain anxiety

- ♣ Fight Flight Freeze – A guide to Anxiety for Key Stage 2 primary school children:

https://www.youtube.com/watch?v=FfSbWc3O_5M

- § Fight Flight Freeze – A guide to Anxiety for secondary school children:

<https://www.youtube.com/watch?v=rpolpKTRp4>

- ♣ The owl and guard dog brain – For Key Stage 2 primary school children:

<https://www.youtube.com/watch?v=so8QN9an3t8>

The best way to reduce anxiety is by calming our body symptoms. We can do this by practicing techniques such as muscle relaxation, breathing, grounding exercises. Below are some ideas on how children can relax their bodies.

- ♣ Kids muscle relaxation: <https://www.youtube.com/watch?v=cDKyRpW-Yuc>

- ♣ Relax like a cat: <http://www.moodcafe.co.uk/media/26930/Relaxleaflet.pdf>

- ♣ Calming anxiety: <https://copingskillsforkids.com/calming-anxiety>

Resources on school transitions

- <https://www.annafreud.org/media/5103/all-change-parents-back-to-school-guide.pdf>

- <https://childhood101.com/starting-school-12-tips-for-easing-separation-anxiety/>

Information on school refusal

- https://mindedforfamilies.org.uk/Content/refusal_to_go_to_school/#/id/59faef4f768f5e9649724d03

