



**Holy Family Catholic Primary School**  
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Headteacher: Mrs J Westray BA(Hons), NPQH

30 June 2020

Dear Parents/Carers,

### **Arrangements for school reopening**

Following the government's announcement that schools will reopen more widely and also following local authority advice, I am writing to share with you the arrangements we have implemented to ensure the safety of all staff, pupils and visitors to the school. These arrangements have been put into place following a robust risk assessment process.

We are looking forward to seeing Holy Family Year One children once again, but I would like to reassure you that the safety of our school community is our priority. We will continue to review the arrangements we have implemented at this stage and update you with any changes as and when we make them.

I can confirm that school will reopen to Year One pupils at 9.00a.m on 6<sup>th</sup> July 2020 until 3.00pm. In order to plan the bubbles (year one children will be split into two groups/bubbles) we need you to confirm if your child will be returning on Monday. Please confirm via email to [bursar@holy-family.lancs.sch.uk](mailto:bursar@holy-family.lancs.sch.uk). **It is essential that we know if your child is returning and that they will attend for the final two weeks of term.**

We recognise that some of you may have some concerns about your child returning to school and that for some children another change will be unsettling for them. We also understand that the past weeks will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please - in the first instance - contact your child's class teacher via email - [d.heron@holy-family.lancs.sch.uk](mailto:d.heron@holy-family.lancs.sch.uk)

### **Maintaining a safe school environment**

I would like to take this opportunity to remind you of the preventative measures the school has put in place in order to minimise the spread of infection. **Please ensure you have read and understood the enclosed home-school agreement.**

As per the advice from the government, the following actions for infection control remain in place:

- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After breaks and sporting activities
  - Before food preparation
  - Before eating any food, including snacks
  - Before leaving school
- Ensuring pupils and staff understand that they must cover their cough or sneeze with a tissue, then throw the tissue away
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual
- Calling NHS 111 if someone becomes unwell, isolating any unwell people in a separate room, and providing a separate bathroom, where possible
- Telling staff to stay at home for seven days if they develop symptoms of coronavirus

- All pupils and staff will have their temperature taken as they arrive at school

As an important part of our school community, 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.

As per the current NHS and government advice, you should keep your child at home if they develop coronavirus symptoms for a period of seven days. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after seven days, or begin to worsen, you should call 111. If someone in your child's household has symptoms, your child must self-isolate for 14 days from the day the other person's symptoms started. This is because it can take 14 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

If you think your child may have been exposed to or has coronavirus, please contact the school at the earliest opportunity.

### **Arrangements for the start and end of the school day**

The beginning and end of the school day are the busiest times for children and adults congregating together in one place and maintaining safe distances within normal arrangements can be a challenge. We have implemented the following measures for when pupils return to school:

- Our breakfast club and after school club will not be operating.
- Only one parent to drop off and pick up.
- Parents and children to enter the school grounds through the **gate near the staff car park**.
- Parents then to walk out of the school grounds through the **gate near the wildlife area**.
- Pupils by themselves will enter the school playground through the small wooden gate. **Parents will not be allowed on the school playground**. Staff will meet the children in the playground and direct them to their bubbles.
- At 3.00pm please use the same system for entering the school grounds. Your child will be let out of the class once you are there. **Please do not enter the playground area (within the wooden fence)**.

It is the responsibility of parents and pupils to ensure that social distancing is taking place on entering and leaving the school premises and grounds. The school office will be closed but you can make contact with office staff via email [bursar@holy-family.lancs.sch.uk](mailto:bursar@holy-family.lancs.sch.uk) or [s.anforth@holy-family.lancs.sch.uk](mailto:s.anforth@holy-family.lancs.sch.uk) or via telephone 01772 727471.

### **Arrangements for breaktimes and lunchtimes**

We recognise the importance for all pupils to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect of pupils settling back into school life, but we have made some adjustments to break and lunch times.

The pupils in Year One will be split into two bubbles (groups). One group will be with Mr Heron and the other group will be with Miss Knight. Mrs Clifford will be supporting both of these groups. The children will not be allowed to mix with children from the other bubble and each bubble will have their own area outside to play.

Our school kitchen will be preparing a healthy meal.

### **The school day**

School will be different over the next few weeks and the curriculum will be different. Year one will attend 9.00am. **Monday through to Thursday** and the school day will finish at 3.00p.m. Please do not arrive to school early.

## Support for pupils and families

We do not underestimate how difficult the recent weeks have been for us all and we all will have been touched in some way by the coronavirus pandemic. We recognise the need to focus on pupils' emotional wellbeing as well as their return to learning. The following support is in place for pupils once they return to school.

Daily circle time and opportunities for the children to talk to the adult in their bubble about how it has been for them and their worries.

Access to our play therapist as needed via Zoom or telephone. These are through our referral system.

Parents may wish to seek support for themselves from the following support agencies:

- Samaritans - call free 24 hours a day on 116 123
- National Domestic Abuse Helpline - call for free and confidential advice, 24 hours a day on 0808 2000 247
- Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged). A free webchat is available at [https://england.shelter.org.uk/get\\_help/webchat](https://england.shelter.org.uk/get_help/webchat)

I hope that these arrangements provide you with the information you need to support your child to return to school. I would like to take the opportunity to thank you for supporting the school over recent weeks and supporting your child with their home learning.

Very best wishes  
Mrs J Westray  
Headteacher