



The Federation of St Elphege's and Regina Coeli Catholic Schools



St Elphege's

Mollison Drive, Wallington, SM6 9HY

Tel: 020 8669 6306 Fax: 020 8773 9789

Website: www.stelphageschools.org.uk

Email: junior-office@stelphageschools.org.uk

infant-office@stelphageschools.org.uk

Regina Coeli

173, Pampisford Road, South Croydon, CR2 6DF

Tel: 020 8688 4582 Fax: 020 8688 0225

Website: www.reginacoelelchool.co.uk

Email: office@reginacoelelchool.co.uk

Executive Head Teacher: Mrs F Hawkes OBE

Head of School: Mr M Jones

Head of School: Mrs T Christoforou

Deputy Head Teachers:

Mrs R Duffy, Mrs C Guilmartin-Cole, Mr L Hawkes, Mrs M Spain

Tuesday, 02 March 2021

Dear Parents and carers,

We are looking forward to welcoming the children back on **Monday 8th March**. It is wonderful to feel that we are on the pathway to getting back to normal but it is still important to continue the prevention and control measures that the government have suggested we have in place. We have outlined some of them in this letter along with some of the key logistical arrangements that you will need to know for your child to return.

Entering and Leaving the School Premises

- Children will be dropped to and collected from their designated gate, as detailed below.

Year	Entry	PE Kit Day		Exit	Friday Exit
Rec	KHR 8.40 – 8.50	Thursday		KHR 15.20	KHR 12.55pm
Year 1	KHR 8.40 – 8:50	Monday		KHR 15.15	KHR 1.05pm
Year 2	KHR 8.30 – 8.40	St Rose Tues	St Mark Wed	KHR 15.10	KHR 1.00pm
Year 3	KHR 8.30 – 8.40	Thursday		KHR 15.05	KHR 1.10pm
Year 4	PR 8.40 – 8.50	Wednesday		PR 15.20	PR 1.05pm
Year 5	PR 8.30 – 8.40	Tuesday		PR 15.15	PR 1.10pm
Year 6	PR 8.30 – 8.40	Monday		PR 15.10	PR 1.15pm

KHR – Kendra Hall Road gate
PR – Pampisford Road gate

If you have more than one child, please drop at the earliest time for your children and collect at the latest time. E.g. A Year 1 and Year 6 child- drop at 8.30am, collect 3.15pm.



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- On entry children will sanitise their hands and then proceed directly to their classroom where they will be directed to wash their hands.
- Parents and carers **must not enter the school** site or buildings.
- We suggest that only one parent or carer brings their child to school and that adults wear face coverings.
- Parents **must not congregate outside the gates** and should line up following social distancing requirements.
- Children and parents must maintain a social distance of 2 metres during any queueing time.

Please note: In order for our strategy to work as safely as possible, we rely on families being punctual at drop off and collection times. We have liaised with Harris Academy, our neighbouring high school, and we have created a timetable which should reduce congestion, particularly on Kendra Hall Road. **PLEASE DO NOT arrive earlier than 8.30am** as this causes congestion.

What to Bring to School

A **named** water bottle (which must go home and be washed each night)

Lunch

All children in Reception to Year 2 should make use of the Universal Free School Meal offer and have a school meal in school. Children bringing a packed lunch will need to **use a washable type of container** to reduce transmission.

Books going home

We will continue to use the plastic wallets for books going to and from school.

Uniform and PE Kits

Your child will need to wear their school uniform each day which we ask to be washed as regularly as possible.

Children will wear their PE kits to school on their designated day. Our uniform provider, Hewitts, are taking orders if you need to update any of your uniform items. Their shop remains closed but they have a delivery service.

<https://www.hewittsofcroydon.com/>

Children should also bring some named, weatherproof outdoor shoes to school. These shoes will remain in school and enable us to use the school field and orchard area in all weathers.



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Safety

Children will be reminded and supported regularly in washing their hands, respiratory hygiene (catch it, bin it, kill it) and social distancing. Break times and lunchtimes will continue to be staggered and 'zoned' to ensure that the 'bubbles' do not mix with one another. Zones have been designated across the entire school for this purpose.

Each classroom has its own cleaning and disinfecting materials. Desks and high-risk touch points will continue to be disinfected regularly throughout the day.

Safeguarding and Attendance

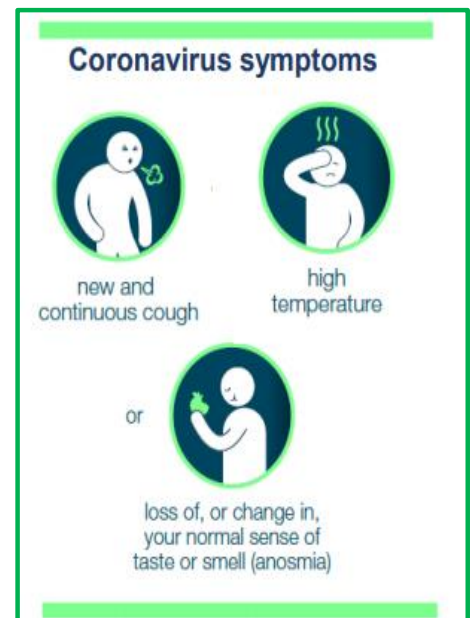
It is mandatory for ALL pupils to return on the 8th March. Please ensure that you contact the school office if your child is going to be absent from school. If we do not know why a child is absent our protocol is to call home on the first day of a pupil's absence and we will follow up with a home visit if we cannot establish a pupil's whereabouts.

Breakfast and Afterschool Club

Our wraparound care is now up and running again but places are strictly limited. There is no longer an Ad-hoc service and **places are pre-booked only**. If you would like a place, contact the school office as we are keeping a waiting list. As the transmission rate reduces we hope to be able to open this more widely to parents.

If a child or staff member becomes ill with any Covid-19 symptoms they will be sent home immediately to access a test. Until a test result has been received by the individual, the rest of the class should continue attending school. If the test returns a negative result, the individual can return to school, when they are well enough to do so.

If the test returns a positive result, the entire class will need to self-isolate for 10 days from their last contact with the individual. In the event of a positive result, Public Health England will be notified and the school will pass contact details of all those who have been in contact with the individual to the Test and Trace Team.





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Homework

We will be returning to our previous schedule of homework as outlined in this table.

	Monday	Tuesday	Wednesday	Thursday	Friday
Reception	Reading Writing Skills	Reading Phonics Games	Reading Writing Skills	Reading Phonics Games	Reading Creative Write
	Questions set during the week to complete with maths pack resources sent home.				
Year 1	Reading Grammar	Reading Phonics	Reading Tricky Words	Reading Sentence construction	Reading Creative Write
	Questions set during the week to complete with maths pack resources sent home.				
Year 2	Reading Spag.com	Reading Tricky Words	Reading Tricky Words	Reading Comprehension /Writing	Reading Comprehension /Writing
	Maths questions set daily to support learning in class				
KS2 (Years 3-6)	Reading Spag.com	Reading 6 Essential spelling list words	Reading 6 Essential spelling list words	Reading Comprehension /Writing	Reading Comprehension /Writing
	Maths questions set daily to support learning in class				

I would like to take this opportunity to thank you all for your continued support and trust.
We look forward to welcoming your child back to school.

Mrs Tessa Christoforou

Head of School