

St. Ignatius' Catholic School

St. Ignatius Square
Preston
PR1 1TT
Telephone 01772 555252
head@st-ignatius.lancs.sch.uk

Head Teacher: Mr. C.J.Hough

1st March 2021

Dear Parents and Carers,

We are delighted to outline below our plans for the opening of school on Monday 8th March 2021 for all pupils. I am sure like me, that you are thrilled that the children will once again be able to receive education in the school, after such a long period of home learning. Although this is a very positive step, we must continue to be cautious as the danger of Coronavirus it seems, will be with us for the foreseeable future. Please be reassured that the safety of all of the school community is our top priority. Many of the routines that we established between September and December this year will remain in place.

Main principles:

- Advice from the Government is that primary age children are not to wear face masks in school. Staff members will wear a mask in shared spaces, when dealing with a first aid incident or dealing with someone who has a suspected infection;
- Enhanced hand cleansing and sanitising protocols will be maintained throughout the day;
- Visitors to school will be kept to a minimum and restricted to essential visitors only. The school main entrance door will remain locked throughout the day. Please contact the school, via telephone or email rather than in person.
- Collecting children before the end of the school day is for exceptional reasons only. Routine/general Doctor and Dentist appointments should be arranged outside of school hours.
- It is not mandatory for children to social distance in school. To minimise the risks we will be keeping classes in 'bubble' groups as much as possible:
- We will not be holding any events where more than one class join together e.g. assemblies
- Children will be restricted to where they can go around school to minimise the risk of cross contamination; e.g. the library will be closed and each classroom will have its own set of books and resources;
- Corridors will be marked with distance markers to keep children apart;
- Break times will be staggered;
- The school, including classrooms, will be well ventilated with windows and doors left open. Please be aware that this will result in the classrooms being cooler than normal;
- Additional cleaning protocols will be in place throughout the school day.

School Day:

- Breakfast club will run from 8:00am each day. Attendance will be charged at £2 a day per child and booking must be made a week in advance;
- Children can arrive at school anytime between 8:45 and 8:55am; a member of staff will meet them at the main gate and direct them to their class entrance. Only one parent should accompany their child/children. Please do not enter the school grounds and do not wait too long outside the school gate as we need to keep this area as clear as possible. **For safety reasons, if you drive to school do not stop or park on the road outside the school gate;**

- Bagel snacks will be provided to the pupils during the morning, as there will be no Bagel Club before school;
- Lunchtimes will be staggered. Children will eat in their class followed by a 20 minute playtime;
- The school kitchen will provide meals in a bag which will be delivered to the classrooms; each day there will be three 3 choices available: 1) hot meat option, 2) hot vegetarian option,3) cold sandwich option. If your child received school dinners in the Autumn term we will prepare them a meal from the 8th March. Please inform the office of any changes.
- If your child is entitled to Free School Meals or Universal Free School Meals (for the Infant children) they will receive a meal as normal. As far as we are aware, the Free School Meals Vouchers that some families have received will cease when we return to school;
- The end of the school day will be slightly staggered:

Year Group	Start Time	Collection Time	Entrance
EYFS	8:45am – 8:55am	2:45pm	EYFS / Year 1 door
Year 1	8:45am – 8:55am	3:00pm	EYFS / Year 1 door
Year 2	8:45am – 8:55am	3:00pm	Main door, Infant Playground (at the back of the school)
Year 3	8:45am – 8:55am	3:10pm	Year 3 door, Infant Playground (at the back of the school)
Year 4	8:45am – 8:55am	3:00pm	Main door, Junior Playground
Year 5	8:45am – 8:55am	3:10pm	Corner door, Junior Playground
Year 6	8:45am – 8:55am	3:10pm	Main door, Junior Playground

- Please ensure you wear a mask when collecting a child. Wait in a spot away from other parents (keeping at least a 1m+ distance) on the playground and the class teachers will release the children;
- Only one parent to collect your child/children;
- Due to restrictions on bubble groups, we are unlikely to have any after school clubs at this moment in time, but we hope to introduce some clubs once conditions allow for their safe return.

Classroom principles:

- Class staff and the Pastoral Team will support your child in settling back into school and address any needs that they may have. If you feel that your child will struggle with the return to school, please let us know so that we can make sure that support is in place for them;
- Each morning every class will focus mainly on Maths and English. Staff are planning activities that will move the children on with their learning whilst ensuring the children can adjust happily to the return to school life.
- Each afternoon the classes will focus on the rest of the curriculum.
- PE kits are not to be left in school. **On the day that your child has PE please arrange for them to be dressed in PE attire i.e. white PE top, black shorts/leggings, school jumper,**

tracksuit bottoms (preferably black) and trainers. School uniform is not required on this day. Your child's teacher will inform you which day they will be doing PE.

- With the exception of Reception and Year 1, classes will be set up with desks in pairs/in rows facing the front to minimise children working face to face;
- Staff will work with the children adhering to social distance guidelines where possible;
- Please ensure that reading, phonics and library books are sent back in to school each Monday. This will give staff time to quarantine the books before they are given to different pupils.

The latest advice from the Government is that children have to attend school from the 8th March and any that do not, without a very good medical reason, may receive a Penalty Notice.

Absence from school

- If your child is unwell please contact the school as normal and keep us informed of when they are likely to return. If your child has sickness or diarrhoea then they are to remain off school for 48 hours following the last bout of illness.
- Please refer to the coronavirus related absence guidance sheet for information regarding what action to take if you, your child or family member have any symptoms of the virus, have been in close contact with somebody with symptoms etc.

Other points:

- Uniform is to be worn each day except on your child's PE day (please see above);
- Please provide your child with a named water bottle, snack and their reading bag;
- Thorough hand washing to take place at home just before leaving for school – at least 20 seconds with soap and hot water;
- Please ensure that your child has tissues and remind them of 'Catch it, Bin it, Kill it';
- The main contact with school at this time should be through the school website, email or telephone whenever possible;
- Homework will mostly be online. We will be trying to minimise the movement of resources between school and home;
- Up to date contact details for family members and emergency contact details (including work numbers) are required so that we can contact you should your child become ill/exhibit coronavirus symptoms;
- If anyone in school tests positive for coronavirus we will contact the local health protection team for advice; they will carry out a risk assessment and guide us through the actions that we need to take.

If you have any questions please email me on head@st-ignatius.lancs.sch.uk .

Thank you for your co-operation. We look forward to seeing your child on Monday 8th March.

Yours sincerely,

Mr C.J. Hough

Headteacher