

# Saint Thomas More R.C. Primary School

Headteacher, Joanne Butterworth, Deputy Headteacher: Anna Quigg  
Assistant Headteacher: Sarah Dodd



3<sup>rd</sup> July 2020

Dear Parents, and Carers,

We hope this letter finds you all safe and well.

## **Getting ready for September**

We are in the process of interviewing so next week we will be able to inform you and the children which class they will be in for September. You should receive your child's End of Year report today, they will also be sent via email.

The government guidance for returning to school in September was released to school yesterday, 2<sup>nd</sup> July. We will be reading it carefully and ensuring that our systems and procedures are robust, so that the children can safely return.

## **Uniform**

The reason we have suspended the shirt and tie as uniform is that the guidance recommends items to be washed daily, plus the buttons and ties can be fiddly. We know that children often need some help with their buttons, plus the ties cannot be washed and are on and off often throughout the day, or even chewed by some children.

The guidance states that we are to reduce the amount items stored in school from households, therefore from September on the day of P.E. the children will attend in their kit, they will not have P.E. bags in school. We request they wear the red P.E. top and shorts, if the weather is inclement they can wear jogging bottoms or tracksuit pants (no football kits).

## **Transition**

As you know we work very hard to ensure that children transition into school and out of school effectively, joining our Nursery or Reception and Year 6 continuing their learning at their chosen secondary school, also moving to their new classes within school. Sadly this year none of our normal practices have been able to happen. Year 6 have received transition videos from their new schools, they have been invited to school for a Socially Distanced Picnic.

We are committed to settling the children into their new classes or into our school, so in September when we return the current Reception children will be taken to KS1 to settle into their new department Wednesday 3<sup>rd</sup> September. Our new Nursery and Reception children will receive information about how we will support them to visit and settle into school.

The other classes will spend the first few days as transition within their new classes and settling back into school days. They will be taught the new routines and systems to ensure any transmission is kept to a minimum.

We will all be working together.

### **Zoom class meetings**

Next week the staff will be inviting their class to a Zoom call. I am sure you have all seen the recent press reports about issues that have arisen during live chats, I know that this will not be an issue for our school community, in order to reassure you we written a Zoom Statement.

**We Love, We Learn, We Live with Christ**

Evesham Road, Alkington, Middleton, Manchester, M24 1PY.  
Tel: 0161 643 7132, Email: [Office@stthomasmorerc.rochdale.sch.uk](mailto:Office@stthomasmorerc.rochdale.sch.uk)

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## Zoom Statement

**Zoom** is a web-based video conferencing tool with a local, desktop client and a mobile app that allows users to meet online, with or without video. **Zoom** users can choose to record sessions, collaborate on projects, and share or annotate on one another's screens, all with one easy-to-use platform.

**Students under 16 are not eligible to sign up for Zoom at this time, however they can join a meeting/class setup by a teacher with an account.** Therefore, parents are taking the responsibility for their child if they sign onto the meeting. We ask that parents do not use personal accounts to join the meeting but join the meeting following instructions below.

In these unprecedented times, at St Thomas More we will use Zoom as a platform to host a meeting with each class.

### Zoom Class Meetings

Parents must ensure that ground rules are in place so that the children have a good understanding of how the sessions will be organised and run:

- **All Zoom class meeting will be hosted by the class teacher or member of SLT and held in the resource room. Each meeting will be recorded.**
  - Language must be appropriate, including any family members in the background.
  - Children must wear suitable clothing, as should anyone else in the household.
  - Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred where possible.
  - An adult should be present at all times.
  - Live meetings will be recorded so that if any issues were to arise, the video can be reviewed. These will be kept to a reasonable length of time.
  - Staff will record the length, time, date and attendance of any live sessions held.
  - Passwords for meetings will only be shared via text message to parents and should not be shared with others.
  - Pupils must rename their participant name to their first name. Children will only be admitted using a recognisable and appropriate name. We ask parents to supervise this and help their child join the meeting, so that teacher is aware of presence of adult.
  - Teachers will be in control of the meeting; they will mute all children to begin with, and will unmute when needed. This is to ensure that all children are given an opportunity to speak, if they want to, and to cut down on background noise within the meeting.

**If children do not adhere to these rules, they will be removed from the Zoom meeting.**

The staff are looking forward to seeing the children.

Please look after one another and stay safe,

Best wishes,

Mrs Butterworth, Head teacher

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