

# Saint Thomas More R.C. Primary School

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



Tuesday 8<sup>th</sup> September 2020

Dear Parents and Carers,

## Welcome back

It has been so lovely to see everyone coming back into school. Thank you so much for following the system we have in place for entry and exit to school. Many have commented that the system for children entering straight into classrooms is helping to reduce contact with other families.

A reminder of some of the changes

- **School gates will open from 8:25am** (these may be subject to change – we will keep you informed) Children will go straight to their classroom the teachers will be in the classrooms to welcome the children from 8:25am-8:50am, this has been arranged so that there is a 25 minute window for children to arrive into their classroom. Any children arriving after 8:50am will need to enter via the Main Entrance.
- **Please maintain Social Distance rules at all time.**
- Only 1 adult per child for drop off and collection.
- **Adults and children may wear a face mask** onto the site, especially for the pinch points on the paths. As the children are not expected to wear them in school, please remove them as you leave.
- **The Annex** – morning and evening can be accessed through the parent carpark up to 8:20am and from 3:30pm
- **Times for the end of the day** – siblings from older year groups can only be collected once younger children have been collected
  - Nursery & Reception = 2:50pm (once the staggered start is complete)
  - KS1 (Y1/2) = 3:00pm
  - KS2 (Y3/4/5/6) = 3:10pm
- Please leave the site promptly.
- Any questions, queries or information must not be shared with staff at the beginning or the end of the day. If parents need to pass on information they must either use the teacher emails or phone the office to make a phone call appointment for a staff member to return their call.
- Office staff will not be available for conversations in the morning or evening. Please use the [Office@stthomasmorerc.rochdale.sch.uk](mailto:Office@stthomasmorerc.rochdale.sch.uk) or the school phone number. Any monies that need to be paid please use the online system where possible.
- Children will be reminded about handwashing and keeping their hands clean. They will be reminded that coughs and sneezes must be caught in a tissue or elbow and hands washed, *Catch it, Bin it, Kill it*
- Water bottles children are to bring a filled named bottle only containing WATER to school daily. Any bottles left in school at the end of the day will be thrown away.
- Please send the children with a healthy, NUT FREE snack for mid-morning break.
- **If anyone in your household is having a COVID test you must not send the children to school until you receive the results.**

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

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Evesham Road, Alkington, Middleton, Manchester, M24 1PY.  
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## Latest information regarding dealing with positive cases

- Contact with a positive case = isolate from school for 14 days from the date of the contact
- Children displaying symptoms – in school we will call you and they will be kept safely from their class. You will be asked to get them tested.
  - A positive test result = isolate from school for 10 days from the onset of the symptoms, plus the family has to isolate for 14 days.
  - A negative result = child can return to school if well enough to do so.

## Impact on Bubbles

- If a child has become unwell in school – they will be sent home and asked to take a COVID test. If they subsequently have a positive test result, the department bubble will have to close due to close contact, this will be for 14 days.
- If a child has become unwell in school, who subsequently has a negative test result this has no impact on the department bubble.
- If a child/ family is contacted via Track & Trace or any club due to a positive case they need to isolate for 14 days. This has no impact on the bubble. If anyone subsequently starts with symptoms, then they need to isolate for 10 days and the household needs to isolate for 14 days.

Please ensure that your email address and phone number are up to date as this is our preferred way to communicate. We will be sending letters and newsletters via email in order for you have access to them. Email any updates to [Office@stthomasmorerc.rochdale.sch.uk](mailto:Office@stthomasmorerc.rochdale.sch.uk) .

Thank you for working together with us to keep the children, the staff and each other safe.

Best wishes,

Mrs Butterworth

Head teacher

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