



## Covid-19 adjustments at St Ursula's Catholic Primary School

To ensure the health and safety of staff, pupils and parents/carers, control measures have been in place since the return of pupils in September 2020. Adjustments to the school day were made and are in line with Government guidance and our Covid-19 Risk Assessment. With children returning to school on the 8<sup>th</sup> March, we have reviewed and updated our control measures and changes have been made, where necessary. Below is an updated overview of the measures in place.

### Start of school day

- ✓ Children will enter school at staggered times;
- ✓ EYFS/KS1 children must use the EYFS/KS1 entrance. There will be a one-way system in place with the main gate for entry and the other (smaller) gate for exit. KS2 children must use the KS2 gate;
- ✓ Only parents/carers of EYFS/KS1 children can enter the site with their children at the start of the day and in this instance, only one parent can enter the school premises;
- ✓ Nursery: Children to be dropped at the small gate (staff member will be waiting there) to allow parents to exit the site via the car park gate;
- ✓ Reception: Children to be dropped to their classroom door. Parents to follow one way system to exit;
- ✓ Year 1: Children to meet their class teacher in the KS1 playground alongside the Pavilion at the start of the day (Children to remain with their parents until the Staff meet the class at the start of the day);
- ✓ Year 2: Children to meet their class teachers at the steps leading to the EYFS/KS1 Office at the start of the day (Children to remain with their parents until the Staff meet the class at the start of the day);
- ✓ Year 3-6 Children will make their way own to their class at the start of each day;
- ✓ Children will line up on marks on the playground and staff will lead them to their new class;
- ✓ Parents/carers must leave site immediately and must not gather on school grounds or outside of school;
- ✓ Breakfast club to resume on Monday 8<sup>th</sup> March (Booking is essential);
- ✓ Before attending school each day consider the following questions:
  - Does anyone in our household have a raised temperature or fever?**
  - Does anyone in our household have a continuous cough?**
  - Has anyone in our household lost their sense of taste or smell?**
- ✓ Those who have COVID-19 symptoms, or who have someone in their household who is displaying symptoms, cannot attend school; Please notify the school immediately;
- ✓ Staff and pupils are encouraged to walk or cycle to school if possible;
- ✓ Parents/carers to wear face coverings when collecting and dropping off their children.

### During School Day

- ✓ Children and staff will follow the clear guidelines around hygiene, including regular handwashing routines and use of hand sanitiser, throwing used tissues straight in to the bin etc;
- ✓ Children will be taught in their class bubbles by their class teacher and in accordance with the guidance, we will be limiting movement across classes – this is to reduce possible transmission but also to assist in the event of a positive case of Covid, that we can track and trace community members more easily;
- ✓ Classrooms will be rearranged so pupils are not sitting face to face;
- ✓ The school will provide children with their own resource packs of equipment to ensure that sharing of resources is kept to a complete minimum; Children are not to bring in their own equipment;
- ✓ Social distancing guidance will be followed. Staff to maintain 2 metre distance from each other, and from children where possible;

- ✓ Large groups to be kept apart. Whole school assemblies and collective worship are postponed until further notice. Small group assemblies and collective worship will take place in individual classrooms;
- ✓ Please make sure your child has a water bottle in school as the water fountains cannot be used (The water bottle should be filled with water only);
- ✓ During break and lunch, children will have zoned areas of the playground they can play in with their classes and for reasons stated earlier, classes will not mix for the time being;
- ✓ Pupils will have staggered break and lunch times to ensure social distancing guidance is followed;
- ✓ Recorder lessons to be postponed until further notice. An alternative provision will be in place to support our music curriculum;
- ✓ If your child is suspected of displaying symptoms they must be collected from school immediately;
- ✓ A pupil wellbeing scheme of work called 'Bounce Back!' is being taught to support the Social and Emotional needs of our pupils.
- ✓ The school will continue its enhanced cleaning schedule, including cleaning frequently touched surfaces often;
- ✓ Staff will respond to the needs of the children in the class. Firstly and most importantly, staff will need to settle the children back into school routines. We have planned for education recovery and prioritising areas where children may need the most support. We will be teaching the full curriculum and provide additional interventions where they are needed;
- ✓ The school kitchen will be open. Please use the usual procedure to book your child's lunch.

### End of School Day

- ✓ Staggered finish times to keep groups apart.
- ✓ As at the end of the school day, we encourage that **only one parent/carer** for each child or family group to enter the site;
- ✓ Families must leave the premises swiftly to ensure the smooth running of the end of day process and to keep the social distancing measures in place;
- ✓ Parents/carers can enter the school site to collect their children at the end of the day. Year 3- 6 parents may wait on the path next to the field but must not enter the upper playground;
- ✓ Parents/Carers should not come to the School Office or request face to face meetings, all enquiries should be made by phone or email where a member of staff will respond as soon as they can;
- ✓ Nursery: Children to be collected at the small gate;
- ✓ Reception: Children to be collected from classroom door;
- ✓ Year 1: Children to be collected in the KS1 playground from the steps by the Year 1 classrooms;
- ✓ Year 2: Children to be collected at the steps leading to the EYFS/KS1 Office at the end of the day;
- ✓ Year 3 – 6: Children will be released at the playground gate. Parents may wait on the lower path as usual but must remain socially distanced;
- ✓ Parents/Carers to wear face coverings when collecting and dropping off their children.

We all know, moving forward, that whilst some "normality" is returning it is another "new normal". Thank you for your understanding. Please continue to refer to the COVID-19 tab on the school website for further information. If you have any further questions, please contact our school office.

Kind regards,

Mr Ashburn  
Headteacher