



# St Joseph's Catholic Primary School



Headteacher: Mrs Louise Bury B. Ed  
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Archdiocese of  
Birmingham

9th June 2020

Dear Parents and Reception children

## 'Tough times never last, but tough people do'

We are now in the second week of the Summer term, and in any 'normal' circumstances your children would have been in school and having lots of summer curriculum fun. We really are missing the children and are excited to bring back our school, piece by piece but in the safest way we can. I thank you all for working with them on their home learning over these last weeks.

Following the Government's announcement, I wanted to plan for a progressive and sustainable approach to wider re opening. The planning for the return of the Preschool, Reception, Year 1 and Year 6 has been risk assessed and decisions about phasing, timing and management made, based on the outcomes of risk assessments. Reception will be the next year group to return week beginning **15th June** and this letter is to inform you of the decisions that have been made and to assure you that the highest priority and consideration is the safety and wellbeing of your children, yourselves and the school staff. I cannot stress that enough to you.

We have decided that Reception children will return in their PE uniform (black shorts, white round-neck top and trainers.) If your child left their PE kit in school and you wish to collect it prior to starting back, please contact the school office to arrange collection. Any PE kit/clothing not collected by the end of next week, 19th June, will be disposed of. This is in line with hygiene guidance.

Your child/children have been grouped A & B by Miss Haines and Mrs Mills. In line with Government guidelines, these groups will be no more than 15 pupils. Reception will be returning on a rota-based system to ensure social distancing. **Group A** will attend school **Monday and Tuesday morning** and **Group B** will attend school **Wednesday and Thursday morning**. If you responded 'yes' to the parent survey, then you will be sent your child's group information via text today confirming the group and the days. If you have not received a text with your child's group and did respond 'yes' to returning, then please contact the school.

Reception will be in school mornings only following the outcome of our risk assessment. I have not got the capacity to cover lunches safely at this present time and will not compromise the safety of either children or staff. This will be under constant review but for the present time this is the arrangement. The school day will therefore be from **9.00am until 1.00pm** when the children will leave school with their packed lunch.

The children will enter through the back gate onto the KS1 playground. When you arrive at school, Mrs Jackson or myself will be there to help you. Signs stating Reception Oak A/B Reception Pear A/B will be marked for you so don't worry. **Please do not arrive before 9.00am.** The Year 1 children will be in at 8.45am through the back gate and Year 6 children and Key worker children are using the front gates at staggered times so do not use this entrance. This is in line with Government guidelines.

Your children will be met by their teacher, will line up, socially distanced with their group in the playground and taken into class. **No parents will be allowed into the playground.** Please drop your child and go to allow for all children to be dropped safely. The teachers will guide a pupil by the hand if this is necessary, but they will be wearing gloves.





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Reception school day will end at **1.00pm**. Children will be brought to the back gate and dismissed to you with their packed lunch which they are entitled to under the Universal Free School Meals scheme. Please be ready to promptly leave with your child. Again, Mrs Jackson or myself will be there to help you. Please use the class email addresses to contact your child's teacher if you need to pass on any key messages for the day.

All teaching in school will be in line with what is on the website for that specific day. There will be a curriculum priority on nurture, wellbeing and PSHE in the light of the situation. The timetable will include designated times for hand washing. Both Miss Haines and Mrs Mills will be with their class groupings on their respective days. **It is important that the children come in clean clothes every day.**

Provision will remain for key worker and vulnerable children Monday to Friday. In line with Government guidelines if your child is currently accessing this provision then you will need to decide if you wish for them to join their class group (for 2 days) or continue accessing the provision (up to 5 days). They cannot access both to avoid cross contamination. Please contact the school office or speak to Mrs Bury or Mrs Jackson to clarify your decision.

If you stated that you wouldn't be sending your child back in the parent survey and change your mind, you cannot just send your child in. You must telephone the school to communicate this and then we will review this on the Friday of that week as part of our health and safety risk review and forward planning process. You will then be contacted to confirm.

The school site has been assessed to ensure that both inside and outside is used effectively to ensure the safety of all pupils and to support and help them with social distancing measures. We all know that young children find it difficult to social distance. I can assure you that they will not be punished in any way if they do 'hug' a teacher and of course in the event of first aid they will be given the care and attention that they always have had, but the teacher will wear PPE to protect themselves and the child. Your children will still be given the comfort and care they are used to; we will just be mindful of the way that we do it. Social distancing will be modelled by staff at all times and strategies shared to help them to keep themselves safe. We know that social distancing is particularly difficult so we have planned for extra handwashing to guarantee as much safety as we can. The layout of the room and resources available will be different in line with guidelines. A photograph of the classroom laid out will be on the Reception webpage by Friday 12th June. Classrooms will be cleaned, during the day, at lunchtime and then at the end of the school day. Hats off to our cleaning team who are doing an amazing job. Below are clearly listed other measures we have put in place to ensure safety for staff and pupils at this time.

- All children will have their own stationery equipment in their own named basket.
- Please could your child bring in a pack of colouring pencils that will remain in school
- Your children will enter the school through the back gates.
- Measures have been taken to ensure that playtimes are staggered.
- They will not be using the cloakroom; they will put any jackets on the backs of their chair.
- **Do not** bring in any bags/book bags, just a **snack** and a **piece of fruit in a clear plastic bag** named for morning breaks and a **water bottle**.

Please could you bring back any school reading books. A box will be at the gate for you to drop the books into. For those of you not accessing provision, a box will be left in the school entrance, if you could drop off any books it would be most appreciated.





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As a parent, I know that you will have so many questions and worries. I cannot detail in this letter all the arrangements that have been put in place to ensure guidelines are met and safety is assured. But to try to support you as much as possible, I have created a Q&A opportunity on a Friday. As Reception parents, on Friday 12th June 2020 at 10:30am via zoom you will be able to join me virtually to ask any outstanding questions you still have. An invitation will be sent out to you via email to allow you to link in and ask me questions that I hope I will be able to answer. For me this is the best way to allow all concerns to be dealt with and it will be good to see you too.

With this letter is a Home School Agreement that you are asked to agree to in the light of returning under these stringent measures. Please could you sign and email back or just confirm your agreement via email. Thank you.

Thank you again for your support and understanding at this challenging time.

Yours in faith and partnership

Mrs Louise Bury  
Headteacher

