



# St. Michael's Church of England Primary School



Carlisle Road, Dalston, Carlisle, Cumbria CA5 7LN · Tel: 01228 711544 · Headteacher: Mrs J Paisley

*Our school values: Respect · Kindness · Challenge · Forgiveness · Perseverance*

Dear Parents

2 March 2021

As promised, I am writing with further details about school reopening to all pupils on 8 March. Many of our plans and procedures are as they were before Christmas, but this is a good opportunity to remind you of them and to highlight any changes.

All classes will return on Monday 8 March and we will operate a full school day.

Our priority in planning is the safety of our children and staff, therefore full risk assessments have been carried out and procedures put in place to minimise risks from COVID 19 to our whole school community. Of course, these procedures may need to be altered if deemed necessary, once we have the children back in school.

## Symptoms of COVID

If your child, or anyone else in your household, is displaying symptoms, **you must not** bring them into school. You should contact school as soon as possible to inform us of the situation and then the whole household must isolate for ten days, or until a negative test result is obtained.

If your child develops symptoms while they are at school, you will need to collect them **immediately**.

If a member of our school community tests positive, then bubbles may need to close for ten days with all members of the bubble isolating for that time. In the event of this decision being taken (by Public Health and the school leadership team), details will be communicated to you as quickly and clearly as possible.

**To help us to stay open, please do not send your child into school if anyone in your household is displaying symptoms, awaiting a test result, or if your child has been asked to self isolate. Although schools are reopening, it is important to remember that 'lockdown' has not ended and other restrictions are still in place.**

**Please do not put our children and staff in danger by breaking these rules.**

If your child is unwell with symptoms that are not COVID related, please **do not** send them into school if they are not well enough to be here and engage with their learning. We will continue to be very strict with these measures and if a child is unwell while in school, we will have no choice but to send them home.

## Morning Drop Off (please refer to table shown below)

Year Group	Gate	Entrance Door
Reception	Wide gate onto front playground	Side door, through Reception outdoor area
Year 1	Small gate onto front playground	Main school door
Year 2	Wide gate onto front playground	Door with ramp on front playground
Year 3	Wide gate onto back playground	Fire exit door directly into Year 3 classroom
Year 4	Small gate on roadside between usual Infant and Junior entrance	Fire exit door on road side of building
Year 5	Wide gate onto back playground	Usual Junior door
Year 6	Wide gate onto back playground	Fire exit door directly into Year 6 classroom

Children should not arrive at school before 8.45am (staff members will not be on the yards until 8.50am) and they must line up immediately with their “bubble” (class). It is vital that we continue to keep children from different bubbles apart from each other while in school, therefore children may not come onto the yard to “play” before school starts. From 8.50am small groups of children will be taken into school to start washing hands. All children should be in their lines by 8.55am and doors will close at 9.00am.

As far as possible we would like to minimise the number of adults coming onto the yard before school, so if you feel able to, please leave your child at the gate or, for the older children, another agreed safe place. We do understand that this will not be possible for some of our younger pupils, so if you do need to come onto the playground, please stay in your child’s “zone” and maintain social distancing from other adults and children. Once your child is inside school, we are asking that you leave the area around the school, including the pavement in front of the school, as quickly as possible. If this time of day becomes too congested, we will need to introduce staggered start times, so your support in this new routine would be greatly appreciated.

### End of the Day

If you are meeting your child at the end of the school day, please come onto the playground and wait in your child’s “zone” no more than five minutes before pick up time, making sure you are socially distanced from others. Please avoid waiting just outside the school gates as again, congestion makes social distancing impossible and can also cause problems for people walking past the school. For the Infant classes, staff will bring the children out of the door they entered by in the morning and hand them over to a parent or carer as arranged; if somebody other than a parent is collecting your child, please inform the school.

For our older children, if you feel able to collect them from, or meet them at, another location in order to avoid playground congestion, it would be much appreciated. However, if you do not feel your child is ready for this, continue to collect them from the yard, employing social distancing rules whilst on school premises. Junior children will exit via the door they entered in the morning with the exception of Year 5 who will come out of the fire exit door onto the Infant playground (as before Christmas).

### Finishing times

Reception: **3.20pm**      Years 1 and 2: **3.25pm**      Years 3, 4, 5 and 6: **3.30pm**

### Face Coverings

A face covering must be worn by all adults (unless exempt) whilst on school premises.

### Access to School

Access to school will be by appointment only. If you have a message or need to speak to a teacher or another member of staff, please either phone or email the office staff who can pass information on, or arrange a call back.

### Uniform

All children should wear the normal school uniform with proper school shoes (no trainers or open toe sandals please). However, if you find that your child has outgrown their Winter uniform and would like to move straight into their Summer uniform, this is fine. All uniform details can be found on the school website.

### Lunch

Our school kitchen will be open and lunches can be ordered via Lunchshop in the usual way or children may bring a packed lunch from home. Please note: it is not possible to accommodate a mixture of both. If you require school dinners, please remember to order them in advance; unordered dinners create a lot of extra work for the office team and may result in your child receiving a meal they don’t like, as staff are not allowed to enter the different bubbles to check. As lunch times will need to be staggered for each class, it may be that your child does not get their lunch until 12.30pm. If you think your child may struggle with this they are welcome to bring in a **healthy** snack for break time: either fruit or veg – no bars, winders etc.

Also, some classes will be required to eat their lunch within their classroom (or outside if weather permits).

## Equipment

We need to continue to minimise the amount of equipment being carried between home and school: your child may bring a small school bag, a coat, hat and gloves (if necessary) and a packed lunch. We are also asking that they bring a small packet of tissues and a full water bottle. Water fountains will not be in use.

Each child has a pencil case provided by school with the items they will need on a daily basis. They may bring a small set of colouring pencils to add to this but should not bring any other equipment from home.

We will only send items home from school which are necessary for their education, such as a reading book.

Shared equipment within school, such as PE equipment, will be cleaned regularly and always between use by different bubbles.

## PE Kit

Please send PE kits (including trainers) into school on a Monday in a separate kit bag (a boot bag or small drawstring bag is ideal) to be left in school until Friday, when they should be taken home for washing.

## After-School Activities and Trips

All after-school activities and trips have been suspended until at least the Summer term. Our Breakfast and After-School Clubs will still operate, but with strict measures in place. If you need to cancel or amend any sessions, please contact Susie directly on 07523 961891.

## First Week Back

Our initial priorities will be the safety and wellbeing of the children. The activities planned for the first few weeks will support the children in their return to school and facilitate their learning and subsequent progress. Whilst the timetable will look a little different to how it did before Christmas, we will ensure it is structured and purposeful in order to re-establish routines and make sure that the children feel safe, secure and happy.

I understand that some of you are concerned about the amount of time the children have had out of the classroom and the impact this will have on their learning. I would however, like to reassure you that once the children have settled back into school, we will address any such concerns and identify any extra support needed for particular individuals or groups. We are very much looking forward to having the children back with us in school and all of the staff, including myself, are fully committed to giving them any help they may need to readjust upon their return, and to ultimately realise their full potential.

## Routine COVID Testing in School

All staff working in school will complete two lateral flow COVID tests each week and only those staff with negative results will be able to work in school. There are no current plans to routinely test Primary school pupils. Earlier this week the Government announced plans for parents of Primary school children to be tested on a regular basis, but unfortunately school is not able to provide tests for this purpose. Further information regarding how these tests can be obtained will be sent to school shortly.

As always, if there is anything we can do to support you, or if you have any concerns or queries, please do not hesitate to get in touch.

Yours sincerely



Mrs J Paisley  
Headteacher