



Trinity St Stephen CE Aided First School

Vansittart Road, Windsor, SL4 5DF

T: 01753 862540 | E: office@tssfirst.co.uk



Headteacher: Mrs Louise Lovegrove

04 September 2020

Dear Parents

It is with great joy that I am writing to you from a school which feels a lot more normal than it has over the last few months. It has been a pleasure to meet you all again at the school gate. It has also been exciting to welcome the new children in the Reception class to school over the last few days. We look forward to them starting full time on Monday.

The children appear to be settling into the new routines very well. There are lots of things which have had to change in order to make our environment as safe as possible but the children appear to be adapting well. Pupils are clearly very happy at meeting their friends in the school environment again and learning together rather than being isolated in their homes.

I appreciate it has been very difficult keeping up with numerous changes and I am grateful for the support that you have shown by following the new procedures.

On Wednesday evening I sent out a brief letter indicating some immediate improvements to our systems and I would like to use this opportunity to clarify this again as the whole school will be open on Monday.

Protective Measures to keep our school community safe:

- *A requirement that people who are ill stay at home*
- *Robust hand and respiratory hygiene Enhanced cleaning arrangements*
- *Active engagement with NHS Test and Trace*
- *A reduction in contacts and maximising distancing between those in school wherever possible to minimise the potential for contamination so far as is reasonably practicable*

School starting and finishing times (Please restrict parent/carer on the school site to one per family):

Year 3 and Year 4 (and siblings)

Arrival time: 8.30am to 8.45am

Children in this group to enter through the Year 3/4 cloakroom door to the left of the school building.

Finishing time: 3pm from the Year 3/4 cloakroom door.

Siblings collected from the grass just beyond the wooden gate.

Reception, Year 1 and Year 2

Arrival time: 8.50am to 9.05am

Children in this group to enter via the wooden gates from the school car park and turn to the right to the classroom door. Children from Years 1 and 2 will be expected to do this independently from **Friday 11 September**.

Finishing time: 3.20pm from the classroom door.



Thriving and Achieving in a Caring Christian Community

This is my commandment, that you love one another as I have loved you. John Ch15 v12



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All exits from the school premises are via the Oxford Road Gate. Please do not linger in the school car park or on school premises and always use the one way system. Thank you.

Please make sure you are prompt for delivering and collecting from school as this helps us run the system more smoothly. If, for some reason, you are late please use the front door. You will be required to sign the late register. If you are going to be late to collect your children please inform the school office by telephone or email so that we can reassure them that you are on your way.

School Attendance

School attendance is now statutory and highly important, especially for those who have missed out on school since lock down. The guidance states:

School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- ***parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age***
- ***schools' responsibilities to record attendance and follow up absence***
- ***the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct***

There are a few exceptions to this relating to health conditions, shielding and isolating. The school will be working closely with the Education Welfare Service and families to ensure that attendance is as high as possible.

Lunchtime and snacks

It is important that from **Monday 7 September** children bringing packed lunches use a named hard plastic box. A simple plastic box is ideal such as the image below:



This means the container is easily washed on a daily basis. Please do not send your child with a container made from soft insulated material.

The children will have mentioned that the staggered nature of lunchtimes means we are not able to devote a great deal of time to eating. We are constantly reviewing the systems we have in place but it would greatly help if you could consider what you are putting into the lunchboxes. A simple sandwich, fruit and



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vegetable sticks are quicker to eat than a lot of individual wrappers which, on some occasions, the children find very difficult to open. At the moment and hopefully as a temporary measure the school kitchen is providing a grab bag, picnic style lunch. We are experiencing some technical issues with the computer systems in school which will particularly affect new children. If you are a new family to the school and would like to order a lunch please do this by email if possible, if not please contact the school by telephone.

Please remember that Trinity St Stephen is a **NUT FREE** school. All snacks should be healthy choices. We ask if you are sending a snack for morning break that it is fresh fruit, vegetables or a piece of cheese or a yogurt style drink. Thank you.

All children need a named water bottle in school.

To support children's social development and give further opportunity for physical play too we will be taking the opportunity to be outside as much as possible. Please send your child with a coat every day. Due to the staggered nature of play times and lunch time please remind your child that it may not be possible for them to see their siblings if they have any at the school, particularly those who have new brothers and sisters starting in Reception. We have also introduced segregated areas of the playground at lunchtime. This will mean that unless siblings are in the same key stage they will not be able to play together.

Curriculum

We are starting the term with a focus on well being and establishing good routines back in school. Our Personal, Social, Health Education is being led using the story Here we Are by Oliver Jeffries.

We are aiming to provide a broad curriculum and physical exercise will be part of the curriculum. Please make sure that your child has a PE kit in school from **Monday 7 September**. We are currently not providing homework or reading books. This is a temporary measure and will fall into place shortly. Please see your child's curriculum newsletter, which can be found on the school website by following the links below:

<https://www.tssfirst.co.uk/children/foundation/curriculum>

<https://www.tssfirst.co.uk/children/year-1/curriculum>

<https://www.tssfirst.co.uk/children/year-2/curriculum>

<https://www.tssfirst.co.uk/children/year-3/curriculum>

<https://www.tssfirst.co.uk/children/year-4/curriculum>

I thank you again for your support and would like to emphasise that your input is always valued. Please do get in touch if you have any questions or concerns.

We are unsure about the nature of future school events. You may want to note the Autumn dates below in your diaries and we will keep you updated on how these are going to run.



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Kind regards,

Louise Lovegrove

Autumn Dates:

8 October 2020	Harvest Festival at 9.30am (Church of St Stephen and St Agnes)
23 October 2020	End of first half of Autumn Term
2 November 2020	Pupils start second half of Autumn Term
2 November 2020	Flu immunisation for children (am)
29 November 2020	Christingle at 3pm (Church of St Stephen and St Agnes)
9 December 2020	Nativity at 6pm (Church of St Stephen and St Agnes)
18 December 2020	Term ends
4 January 2021	In Service Training day for staff
5 January 2021	Pupil term starts



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