

Catherine Infant School

We are all stars



18.05.2020

Dear Parent

Thank you for taking the time to talk to our staff on the phone on Monday.

You have indicated that you wish to send your Year 1 / Reception child back to school when school re-opens to a limited number of pupils.

I am writing to you to outline the arrangements we consider necessary to ensure that pupils and staff return to the safest environment I can possibly provide.

The Government have provided us with some guidance as to how schools should prepare to return, but they cannot provide us with a guarantee that pupils and staff are safe to do so. The decision you make to send your child back to school is yours and yours only. There will not be penalties issued to those parents who wish to wait and send their children back at a later date.

Your child will attend school on (days will be inserted) mornings only starting (date will be inserted) at the moment. School will be closed on Wednesdays to allow for a thorough clean.

Arrival at school on (date will be inserted):

Year 1 / Comet children – use the Martin Street Gate

Reception Children:

Star 1 & 2 use the Ulverscroft Road Gate.

Star 3 & 4 use the Catherine Street gate.

Time to arrive:

Please make sure you arrive on time – not early and not late. We are staggering arrival and pick up times to make sure parents can practice social distancing.

Arrive	Pick up
8.35am Star 1 / Comet 1	11.50am Star 1 / Comet 1
8.45am Star 2 / Comet 2	12.00pm Star 2 / Comet 2
8.55am Star 3 / Comet 3	12.10pm Star 3 / Comet 3
9.05am Star 4 / Comet 4	12.20pm Star 4 / Comet 4

Children need to be at school at the time stated. Children will be handed over to a member of staff at the school gate allocated and will line up in the playground with their member of staff. **No parents will be allowed on site.** Only 1 parent / carer is to bring pupils to school. If possible please leave older / younger siblings at home. For everyone's safety, please queue up patiently at the gate allocated, observing 2 metre social distancing.

Ulverscroft Road, Leicester, LE4 6BY | Tel: 0116 262 5422 | Fax: 0116 251 1636
www.catherine-inf.leicester.sch.uk | Headteacher: Mrs J Harrold



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At home time the same routine will happen. Parents queue at the school gate and their child will be brought over. This is to maintain social distancing, for everyone's safety.

If a member of the family / relative that shares the same house as the child falls ill or shows symptoms of Covid 19, it is the parent's responsibility to ring into school and self isolate. The child will not be allowed back into school for at least 14 days.

Parents must not send their child in if they suspect they are sick. **All parents must keep their mobile turned on at all times.** Any child who we suspect may be ill will be sent home **immediately.**

During the morning:

- Children will be expected to socially distance from other children and staff
 - Children will be supervised to wash their hands thoroughly, frequently throughout the morning. Soap will be provided.
 - Children will be accompanied to the toilets by an adult who will ensure only a set number of children use the toilets at any one time.
 - Children will have a modified curriculum delivered and will be socially distanced in class and at playtime
 - Children will be taught in a classroom in groups of 6 or 7 and 1 adult. They will only use the equipment for their group.
 - These groups of children and their allocated adult will not mix with other groups
 - Children will sit at their own table 2m distant from others in their group. They will not share equipment in class. All equipment will be cleaned each day.
- The playground will be subdivided and children only play with their group at playtime.
- On days when children are not in school they are still expected to complete the tasks set on the school website.
 - If parents need to speak to a member of staff or the office, either **email** parent@catherine-inf.leicester.sch.uk or **ring** the office staff on 01162625422. As a last resort parents can go to the Ulverscroft Road entrance and buzz the intercom on the gate. Parents waiting to speak to office staff must adhere to 2m social distancing.

What to send with your child:

- Please send in a pair of trainers or plimsoles in a bag for outdoor exercise, but no change of clothes.
- Children are requested not to bring face masks to school, this follows government guidance. Staff are unable to take responsibility for or supervise children wearing masks.
- Children will be required to bring a drink in a bag to school. No drinks or fruit will be provided in school to reduce the risk of infection.

Be prepared that arrangements will change:

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- As the government decides to return more children to school the days/ times will vary to allow small groups of children to access school.
- We can only have children in school where parents agree to abide by the above. If parents have doubts or are not happy with the arrangements made by school they can choose not to send their child in. They will not be penalised for this – it is parental choice.

If you have any questions please email parent@catherine-inf.leicester.sch.uk. This email is monitored daily and a member of the office staff will answer your questions. Alternatively please phone 01162625422 and leave your child's name and class, your telephone number and a message. Staff will return your call as soon as possible.

The Governors and Headteacher would like to reassure you that we have worked hard to assess known risks and provide as safe an environment as is possible in uncertain times. Our staff and pupil's health and wellbeing is extremely important to us.

We want to see our pupils and staff return in the safest and most considered way possible. We can only follow the guidance provided. By sending your child back to school you are agreeing with the arrangements outlined above.

Mr Allbut, our Chair of Governors, joins me in sending our best wishes to you and your families. Please work with us to keep you, your children and their teachers safe and well.

Stay safe, stay well and stay alert.

Yours sincerely

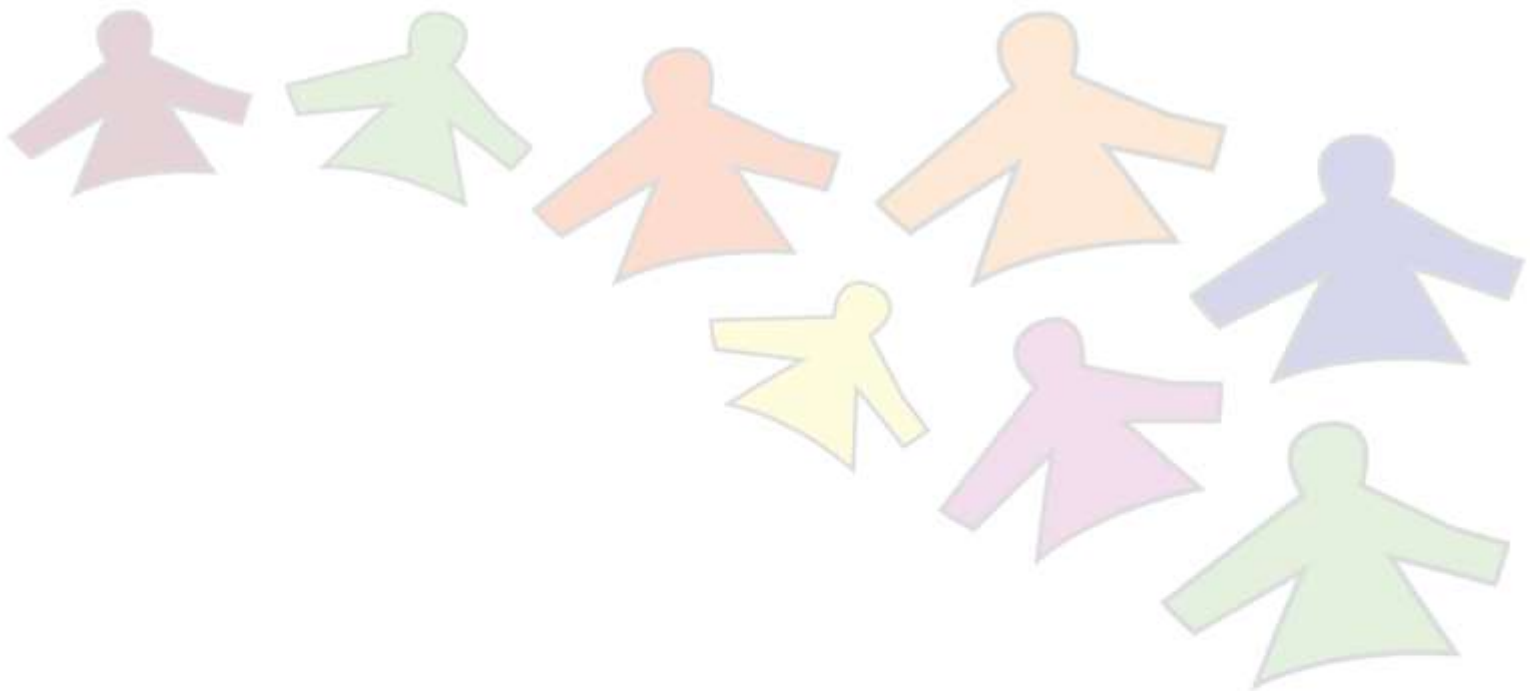
Mrs Harrold
Head teacher
Catherine Infant School.

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