



Mountnorris Primary School

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Principal:

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Friday 28th August 2020

Dear Parent / Guardian,

Please find some updated arrangements and important dates for your diary.

Bank Holiday

Please be reminded that we will be off on Monday 31st August for the Bank Holiday. School will resume for all pupils on Tuesday 1st September.

Arrival and Departure Times

Our new arrival and departure times will be in place from Tuesday 1st September. These will be under constant review by the Management of the school. Please ensure that you adhere to the allocated time slots to enable the safety of all. Parking is available in the school car park and at the GLM Hall.

Covid-19 Policy

A new Policy has been devised to outline the arrangements for dealing with the Covid-19 Pandemic in school. The draft copy will be available for consultation and consideration by Parents/Guardians/Carers on our school website from Wednesday 2nd September. Please read the policy carefully and submit a response using the form on the same webpage. Policies for consultation can be accessed on the website under the 'Parent' tab and 'Policies for Consultation.' Consultation is an important aspect of policy design and implementation as it gives our stakeholders a voice regarding its content.

Packed Lunches

Please remember that packed lunches can be brought in lunch boxes or lunch bags. Please sanitise these items carefully before bringing them into school.

Water Bottles

Reusable water bottles should be used in school. Bottles should be filled with water during the morning, sanitized and then sanitized again after school.

Money

Please make sure that **all** money is sent in an envelope or disposable money bag. The envelope or bag must be labelled with the child's name and what the money is for.

Primary 1 Photo

The Ulster Gazette will be in school on Tuesday 1st September to take a picture of our new Primary 1 children. If you do not wish your child to be in this photo, please let Mr Frizzell or Mrs Anderson know as soon as possible.

School Photographs

The school photographer, Dandelion Studios, will be in school on Thursday 17th September to take our school photos. The photographer will only be taking individual photos at this time, while adhering to social distancing and hygiene measures.

Parent Meetings for Children on SEN Register

IEP review and target setting meetings will take place during the week of Monday 21st September. At this stage, we are hoping for face to face meetings, however, as the situation changes, there may be a need for online meetings. We will keep you updated in relation to this matter.

School App: Download 'School Jotter' and select 'Mountnorris Primary School'



Administering Medication

Administering Medication is an important job for schools to undertake. It may be necessary at times for you to request that medication is administered during school hours. If you require the school to administer medication you must fill in the form on our website, or in school and ensure that this is agreed with Mr Frizzell. The form is available for download from the 'Contact Us' section of the website. Medication must never be sent in with a child and should only be passed between and Parent/Guardian/Carer and the school directly. Medication will not be administered without prior agreement and completion of this form.

Guidance on dealing with Covid-19 in School

As a school, it is imperative that we have clear guidance on dealing with pupils, and indeed staff who become symptomatic onsite. The following steps are recommended by the Department of Education:

- If anyone becomes unwell with a new, continuous cough or a high temperature/fever or anosmia (a loss or a change in the normal sense of smell, which can also affect your sense of taste) in an educational setting, they must be sent home and advised to follow the PHA guidance for households with possible Coronavirus infection. School should keep a full record of such actions and request that a parent/carer/guardian record their acknowledgement of this action.
- A child awaiting collection should be moved, if possible, to a room where they can be isolated behind a closed door. Appropriate adult supervision will be provided for this situation. Ideally, a window should be opened for ventilation. If it is not possible to isolate the child, they should be moved to an area which is at least 2m away from other people.
- If a child needs to use a bathroom while waiting to be collected, they should use the disabled toilet and this should be closed, cleaned and disinfected afterwards.
- If the child is seriously ill or their life is at risk, school will call 999.
- The adult who collects the child must sign a form to record the actions of the school and the advice given.

Guidance on dealing with Covid-19 at Home

If your child develops symptoms at home which are linked to Covid-19: a new, continuous cough which lasts for more than 1 hour or flares up more than 3 times in a 24-hour period; a high temperature, or anosmia (the loss of sense of taste and smell), then you must keep your child off school and arrange a test with the PHA. Similarly, the whole household must stay at home, including brothers and sisters and take the advice of the PHA. At this stage, you should also make contact with the school to inform us of the situation

Following a test, results must be shared with the school.

If you are contacting the school via email regarding Covid-19, outside of working hours, I will endeavour to respond on the next working day.

Notification of Closures

As always, our main source of communication will continue to be through our school app. **If you do not have access to the school app, please let the school know as soon as possible so that we can make alternative arrangements in the event of needing to contact you.** Letters and documents which require a response will continue to be sent home in paper form.

Free School Meals

Please make sure that you apply for Free School Meals as soon as possible through the EA website. Please see the app or school website for the menu for September.

Sanitiser and Tissues

In school we have a supply of sanitiser for use at all times. However, we would ask, where possible, for you to provide sanitiser for your children to use in class. This will help to speed up the process of sanitising hands during class time. Similarly, it would be helpful if you could provide your child with tissues for use in class.

Yours Sincerely,

Mr Andrew Frizzell

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