

## Arrangements for September 2020

**School will start for all children in Years 1-6 on Monday, 7<sup>th</sup> September**

Arrangements for Robins (Reception) class have already been shared with families

Dawn Until Dusk wraparound childcare will re-open in September: 7.30-8.30, 3.30-6.00

Parents are asked to adhere to the times listed below – please don't be late or too early.

**Please note that the information provided below is subject to any further changes/amendments which come from the Government and/or Local Authority.**

**Do not come to school if you or your child has coronavirus symptoms, or if someone in your household does (you should self-isolate!) The Symptoms are:**

- High temperature or
- A new, continuous cough or
- Loss of taste and smell

**(please do not treat a temperature with Calpol and hope for the best! Stay away and get tested)**

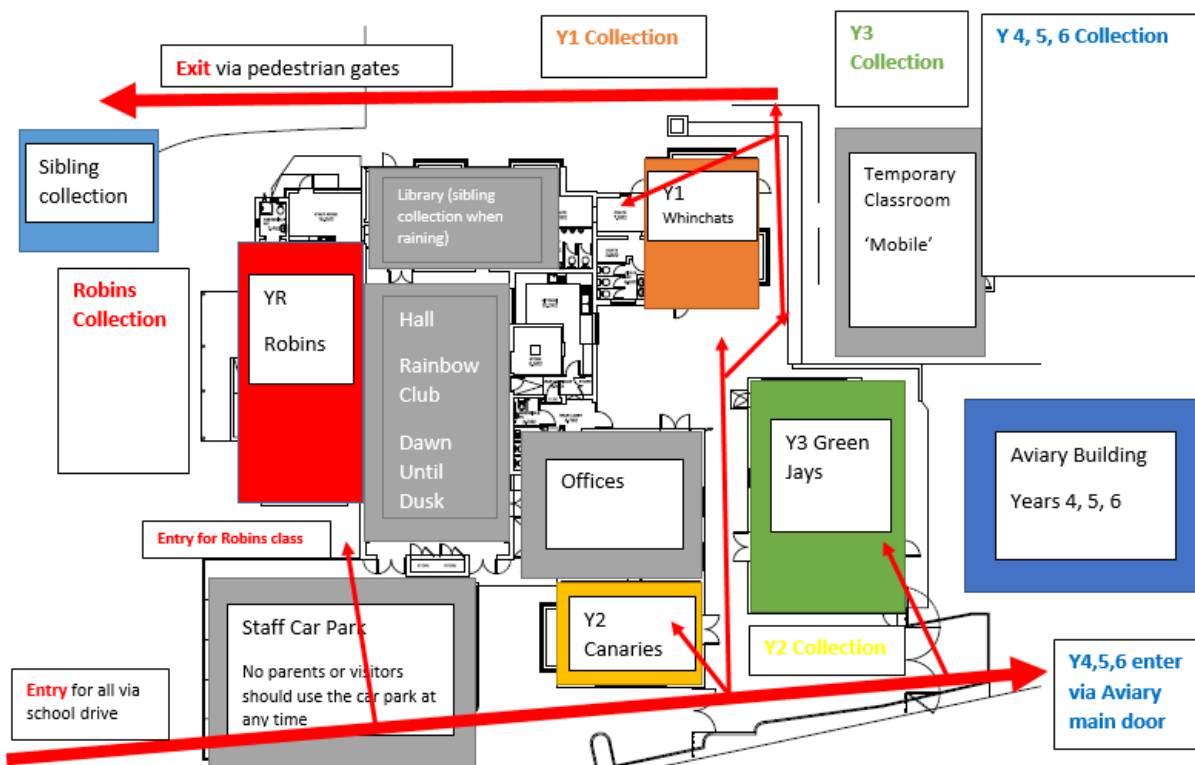
Attendance	All children are expected to return to school in September, unless there is a need for them to be self-isolating or if they are unwell. School will be as safe as we can make it, and we will share you our risk assessments and controls via the school website.
Before & After School club	Dawn Until Dusk will be resuming before and after school care for us – contact them directly to book places (01234 930505) The Government advises that parents restrict the numbers of child carers they access in order to minimise mixing – please bear this in mind if you use Dawn Until Dusk and other childcarers/nannies/au pairs etc
Morning arrangements <b>****please see separate note in Ms Soulsby's newsletter regarding arrangements for Monday, 7<sup>th</sup> September ****</b>	Last admittance into breakfast club 8.15am  Children will enter school via the school drive. Parents are asked to 'kiss and go' at the bottom of the school drive – no parents to enter school site in the mornings (with the exception of Reception parents during their first week of school)  Gates will be unlocked at 8.45 and will be locked at 9.10 each morning.  8.45-8.55 – drop off times for KS2 children only (Years 3-6) 9.00-9.10 – drop off times for EYFS & KS1 children only (Years R, 1, &2) 8.50-9.00 – drop off time for all siblings
Late arrivals	If you arrive late to school, you will have to come to the main office. You will be required to complete a late slip. There is plenty of time to make sure your child gets to school on time; persistent lateness is

	<p>unacceptable and will be referred to the Educational Welfare Service. First lessons will start at 9.15.</p>
Afternoon arrangements	<p>Parents should enter the school site via the school drive and head towards their allocated pick up zone. Please leave the site immediately once you have collected your children, via the pedestrian gate.</p> <p>3.15 – pick up for Years R &amp; 1 (outside classrooms)  3.20 – pick up for Year 2 (outside classroom – please take care not to block the gateway or pathways)  3.25 – pick up for KS2 (Years 3-6) (from main playground)</p> <p>There will be a sibling collection point – this will be the grassed area between the two pedestrian gates. If it’s raining heavily, we will hold siblings in the library. Parents of younger children are asked to wait here and older siblings will meet them there.</p> <p>Gates will be locked at 3.35.</p> <p>If your child has forgotten something in class, they will not be able to return to class to collect it. If it is an urgent item, then you will need to walk round to the office and school staff will retrieve it, however, please be aware you may have to wait for a member of staff to be available.</p> <p>If someone who is not a member of your child’s household comes onto school site, please email us with their name and contact details. This is to help us with the Track and Trace process.</p> <p>Break times and lunchtimes are also staggered to reduce the numbers of children in any one place at a time.</p>
Late collection	<p>Any children not collected from school on time will be escorted to the main office where they will be supervised by staff until your arrival. Persistent lateness is not acceptable, and you may be charged a fee equivalent to the cost of staff time.</p>
Contact with staff	<p>Parents are asked not to visit the school office or teachers in person. Please contact the school office by phone or email.</p> <p>01234 352721  office@stjamesvaschool.co.uk</p>
PE	<p>On PE days, your child should wear their PE kit into school and remain in it for the day. This will help us reduce any potential contamination linked to mass movement in contained spaces. Teachers will advise you and children about their PE days in due course.</p>
Classrooms	<p>Unnecessary furniture has been removed and tables have been organised to allow for as much distancing as possible. Children will be seated in groups of two, facing the front of the class, side by side, in line with Government guidance. Staff will have a dedicated 2m zone from where most of their teaching will take</p>

	<p>place, although they will leave this space to provide 1:1 support where appropriate.</p> <p>Throughout the day, there will be lots of opportunities for children to wash/sanitise their hands (as in the summer term)</p>
School equipment	<p>Each child will be given their own individual stationery pack for their sole use. Other less frequently used resources, such as maths equipment, PE equipment will only be shared within the class group, and will be cleaned after each use. School reading books may be shared within class groups, we will wipe these as they are returned, but for extra care, you may also choose to wipe them when they come home/before you return them to school. Children should only bring the following items into school: school reading book in a book bag, packed lunch (if appropriate), water bottle, coat. No other items such as toys should be brought in. Children may bring a snack into school which should be one piece of fruit (no cereal bars/wrapped items, please). At the moment, we are unclear if we will receive fruit for younger children, so on Monday, please assume that there will be no school provided fruit)</p>
Curriculum	<p>We are planning to provide a broad and balanced curriculum, consisting of all subjects. However, our priority will be in English and maths, ensuring that children are able to catch up on missed learning as quickly as possible. We will also be planning lots of activities to support children's emotional health and well-being following what has been a very strange time for them. During September, we will be putting together our plans to maintain consistent remote learning opportunities should individual children need to stay away from school or if the school is forced to lockdown again. We'll let you know as soon as these are in place. Collective worship (assembly) will take place each day remotely (via computer). Celebration assembly will also take place on Fridays – please send us photos of any awards, items to share across the whole school (email these to <a href="mailto:head@stjamesvaschool.co.uk">head@stjamesvaschool.co.uk</a> by Thursday lunchtime please)</p>
Lunchtimes	<p>Packed lunches only. The school kitchen will provide packed lunches where required. Children may bring their own packed lunch if required, but this must be balanced and healthy – no fizzy drinks, sweets, chocolate bars, hot soups. Please note we are unable to heat food up for children. Children in Y2 and Y4 will eat their lunch in classrooms. All classrooms, toilets and the Hall will be cleaned over the lunchtime period.</p> <p>Children entitled to FSM (including Universal Infant FSM for those in YR, 1 and 2) will have packed lunches provided by the kitchen, unless you advise otherwise. You can provide packed lunches from</p>

	<p>home or order from the kitchen. If you pay for lunches, you should do this via the online payment system. Each morning, children will be able to order their preferred sandwich filling from the options available (typically ham, cheese or tuna)</p>
Friday afternoons	<p>The school will close early on Friday afternoons at 1.00. This is to allow for deeper cleaning and also to provide teachers with Planning, Preparation and Assessment time and review the on-going situation. You should therefore collect children at the following times:  12.55 – Years R &amp; 1  1.00 – Year 2  1.05 – KS2 (Years 3-6)  Sibling collection point will be in place.  Gates will be closed at 1.10.  A limited number of places will be available in Rainbow Club to support families who have working commitments and are unable to arrange other childcare support –these places have now been allocated and we will inform families shortly. Any further places will only be available if space allows.</p>
Peripatetic teaching, clubs	<p>Initially, no peripatetic teaching will take place (eg individual/small group music lessons) and no before or after school clubs will run. This will be reviewed by October half term.</p>
School Travel	<p>Children should walk, scoot, ride to school as much as possible – please do not drive to school unless you have to. We will need to reduce congestion outside the school as much as possible in order to maintain safety, bearing in mind the changes we are implementing. If you must drive to school, please park as far away from the school gates as possible; if you use Nodders Way, you must take extra care as there will be a lot of pedestrians on the footpaths.  <b>Do not park or drop off at the end of the school drive.</b></p>
COVID-19	<p><b>No-one with symptoms or with a confirmed case of Coronavirus/COVID 19 should come onto the school site.</b>  Any child showing any symptoms will be isolated in school and parents will be contacted to arrange immediate collection from school.  Do not send your child to school if they are showing signs of any other illness or if you have medicated them with paracetamol/ibuprofen/Calpol/anti-biotics etc, as these medications may mask symptoms of COVID-19 – if your child is in any way unwell, we will isolate them and contact you to arrange immediate collection.    If anyone develops symptoms compatible with Coronavirus, they should self isolate for 10 days; other household members should self isolate for 14 days. All those displaying symptoms should arrange to be tested as soon as possible. If the test is</p>

	<p>positive, then you must self isolate and let us know so we can take further advice from Public Health England. If the test is negative, then children can return to school and household members can end their self isolation.</p> <p>You can order tests via NHS 119 or book a test at a test centre via the NHS Testing &amp; Tracing for Coronavirus website. Please remember that it is a parent's responsibility to arrange tests rather than the school's.</p>
Local lockdowns, outbreaks etc	<p>We will follow PHE advice in any situation regarding outbreaks. Parents will be advised of any specific actions which need to be taken where appropriate.</p>
Safeguarding	<p>We are mindful that some children will be worried about coming to school and that they may need more support than we are able to provide. We may then contact you to discuss a referral for support from outside agencies; this process is known as Early Help – please don't worry if we do ask to make a referral, it's a positive response and will be helpful.</p> <p>We are also very aware that some children will have been exposed to harmful situations and may have experience, or be at risk of experiencing, significant harm, which will require us to make a referral to Children's Social Care – in most cases, we will contact you if we feel we need to make such a referral and explain why we feel it needs to be made. This is in line with our safeguarding policy. You may also be aware of a child who is experiencing significant harm – you can always come and talk to us about this and we will advise you on next steps.</p>



### Rainbow Club

Friday afternoons 1.00-3.30 – childcare provided by St James' School

(Dawn Until Dusk will offer childcare 3.30-6.00, at a cost)

25 places are available, and must be booked by Thursday, 3<sup>rd</sup> September. These places will be allocated for the time period from 11<sup>th</sup> September – 23<sup>rd</sup> October (ie Term 1) Any requests received after this date, one off or ad-hoc requests will be considered after all on-time applications received. Any request for places made after 3.9.2020 must be made with at least 5 school days' notice – short notice requests will only be considered in emergencies.

Please be aware that if you fail to take up an allocated place in this provision, we may re-allocate it to another child. It is expected that all successful applicants consistently make use of this provision.

#### Places will be allocated according to the following criteria:

1. Pupils who have accessed this provision throughout the Lockdown period on a consistent basis (this means at least one day a week, and have attended all sessions allocated, with reasonable exceptions)
2. Pupils where either parent is a member of NHS frontline staff eg doctors and nurses
3. Pupils who are vulnerable (including those with a social worker or an EHCP as defined by the government)
4. Pupils where both parents or a single parent are on the key worker list and can demonstrate that their role is critical to the COVID-19 response
5. Pupils where one parent is on the key worker list and can demonstrate that their role is critical to the COVID-19 response

6. Pupils who qualify for free school meals with a working parent
7. Pupils who are identified as having Special Educational Needs but do not have an EHCP
8. Other pupils where both parents or a single parent will be at work– we will prioritise children according to their age, starting with youngest pupils first
9. All other children - we will prioritise children according to their age, starting with youngest pupils first.