

September School Opening



10th July 2020

Dear Parents and Carers

As you are aware, we have been putting plans in place over the past week for a full re-opening of our school in September.

In this letter, I will be outlining the main changes to our normal routines which we have identified as part of our risk assessment. Some of these are currently in place for the children who have been attending school, others are based on the new guidance from the Department for Education. The government have confirmed that school attendance from September is compulsory and we hope that the measures we have put in place will reassure you. While we cannot eliminate the risk completely, we have done our best to ensure it is minimised.

Alteration to normal routine	What this means in practice
Staggered start and finish times	Children will be allocated a start and finish time for their class group. It is very important that they stick to this time and that a 2m distance is kept between adults and children around the school gate. If you have siblings in other classes you would need to wait for your allocated time in your car. This is to stop congestion at the door. If a child needs to be accompanied, only one parent should attend. Parents cannot gather at entrance gates or doors , or enter the playground or school site (unless they have a pre-arranged appointment, which should be conducted safely). If the staggered times result in families gathering on the premises, then the times will need to be altered again resulting in less curriculum time for the children.
Cleaning rotas	Our cleaning staff will be increasing their rotas and teaching staff will also have access to appropriate cleaning materials in the classroom. High touch points such as light switches will be cleaned more frequently than usual and doors will be wedged open where possible to limit the amount of 'high touch' surfaces.
Bubbles	Each teaching 'bubble' will remain in the same classroom with the same people as far as possible. This measure is necessary to limit any cross-contamination.
Teaching staff	Each teaching group will have one teacher and teaching assistants may also be allocated, depending on the needs of the children in that group. These adults will remain with this group as far as possible. Staff are able to teach across different bubbles and will need to maintain social distancing as far as possible.
Social distancing of TA	Teaching assistants will be allocated to certain groups according to need but will still need to social distance. This will mean that children will get the support they need but may need to be encouraged to work with more independence than usual.
Use of stationery	School will provide children with pens, pencils etc as usual but they will not be able to share this equipment. Shared resources such as PE equipment and toys are allowed within each bubble but will be cleaned before use in another bubble.
Worship	Sadly, whole school worship is not allowed currently. However, each class will be participating in a daily act of worship within their bubble. We will be encouraging the children to lead these regularly as this is great for their own spiritual development. Unfortunately, we are not currently able to invite parents into school to attend class worship.
Marking books	Marking of books will be limited to avoid any virus transmission to staff. Children will be able to self-mark where possible (for example in maths and verbal feedback will still be provided).
Curriculum	Whilst work packs and some online learning has been very successful, the children will have still missed a large chunk of the curriculum. We will therefore have to prioritise the aspects

	which we feel are most important, particularly within the core subjects of RE, English, maths and science.
Breaktime	Children will still need to abide by social distancing measures at breaktimes. These times will be staggered according to teaching bubbles.
Lunchtime	A packed lunch will either be provided by school or by parents if you so wish. Infants will all be entitled to a free school packed lunch. Juniors will have to pay, unless they are entitled to a free school meal. Once things settle and routines are established the school will consider being the hot lunches and menus will be sent out prior.
Staff rotas for staffroom	Rotas for breaks and lunchtimes will be operated to ensure that there are no more than four staff in the staffroom at once. Staff are welcome to leave the premises during lunchtimes.
Hygiene in staffroom	Staff will need to use hand sanitiser before they make a hot drink or use any equipment in the staffroom.
Pupil handwashing times	Regular handwashing rotas will be in place for teaching groups. The children will wash their hands when coming into school, before eating, after using the bathroom, before leaving school and regularly during the school day.
Online learning continuation	If a bubble/class needs to isolate or if there is a local lockdown, we will continue to provide work packs and intend to increase the online learning using SeeSaw. A full time-table of work will be provided. Teachers will provide feedback to the class.
Parent communication	We will continue to communicate via the website, letters and text messages for general matters. If parents have individual enquires you can contact the office on 0151924447 or email school admin.stmaryslittlecrosby@schools.sefton.gov.uk . We ask that everyone communicates via email whenever possible rather than sending physical letters into school. Electronic communication is safest by far. Parents' meetings will need to be risk assessed and will be arranged when possible.
Office traffic	Our school foyer is not designed for social distancing and we ask that parents email where possible or telephone when email is not an option. We will be limiting visitors to school to an absolute minimum and ask that parents only come to the foyer if it is absolutely necessary. Only one person at a time will be allowed in the foyer. If you are waiting, it is safer to wait outside and at a distance of 2m from others. Unless it is an emergency, parents will only be allowed onsite by prior appointment.
Borrowing reading books	We will try, where possible, to allow children to borrow a reading book but these will have to be changed less frequently as they will need to be left for a period of 24 hours before they can be borrowed by another child.
Breakfast and After School Club	This will be available but will need prior booking and as much notice as possible as numbers will be more limited. Children will need to use antibacterial gel through the sessions and will need to social distance where possible. The cost of the breakfast club is £4.00 8:00am - 8:55am and after school club is £6.00 3:25pm – 5:15pm.
Test and Trace	If staff or children display symptoms of COVID-19, they must remain at home and a test booked. While the results of testing are awaited, the bubble can remain in school. If the result is negative, the child or staff member can return to school straight away. If the test is positive, the bubble will need to remain at home for 14 days. Work will be provided via work packs and SeeSaw. School will need proof of the test result.
Local trips	We are now able to take the children on local visits which will enhance their learning. These will be outdoors where possible. Risk assessments will take into account the current situation in relation to transmission of the virus.
Extra-Curricular Clubs	We are hoping to re-start a limited offer of after school clubs. These will initially take place within the children's bubbles.
Other curriculum changes	No contact sports can take place currently in PE. In music, singing should be avoided. The IT suite will be cleaned between bubbles.
End of Year Assessment	Year 6 SATs will take place in May 2021 as usual. Year 1 will complete their phonics screening check in June 2021. Year 2 SATs will inform end of year teacher assessments and the possibility of a Year 2 phonics check is currently being discussed. Year 4 will complete a multiplication tables check in June 2021. The government currently believe that it is

	important that these assessments continue so that they gain an understanding of the impact of coronavirus (COVID-19) on this cohort of pupils nationally. Things may change in this area depending on guidance.
Full cleaning of classrooms and resources	On our cleaning staff will complete a thorough clean every morning before school and will work additional hours on a Fri evening or weekend.

As you can see, there are many aspects that we have had to consider when thinking about re-opening in September. There will no doubt have to be modifications to these plans as we see how they work in practice.

Please bear with us and if you have any questions or concerns, please do not hesitate to contact us. We thank you once again for your patience, support and understanding during these difficult times.

Yours sincerely

K Scott

Mrs K Scott
Acting Head-teacher

Staggered start, breaks and finish times until October half term. These will then be reviewed.

Reception (from Mon 14th Sept. The week beginning 7th Sept has been sent separately)

Start of day	Morning break	Lunchtime	Afternoon break	End of day
8.50-9.00	10.15-10.30 (infant yard)	11.45-12.30 (hall then infant yard)	1.45-2.00 (infant yard)	3.10

Year 1 & 2 (from Thu 3rd Sept)

Start of day	Morning break	Lunchtime	Afternoon break	End of day
9.05-9.15	10.30-10.45 (infant yard)	12.30-1.15 (hall then infant yard)	2.15-2.30 (infant yard)	3.30

Year 3 & 4 (from Thu 3rd Sept)

Start of day	Morning break	Lunchtime	Afternoon break	End of day
8.50-9.00	10.15-10.30 (junior yard)	11.45-12.30 (classroom then junior yard)	1.45-2.00 (junior yard)	3.10

Year 5 & 6 (from Thu 3rd Sept)

Start of day	Morning break	Lunchtime	Afternoon break	End of day
9.05-9.15	10.30-10.45 (junior yard)	12.30-1.15 (classroom then junior yard)	2.15-2.30 junior yard)	3.30