



ST. PATRICK'S CATHOLIC PRIMARY SCHOOL

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Wednesday 3rd March 2021

RE: All pupils returning to school 8th March 2021

Dear Parent/Carer,

It is the government's ambition that all children will return to school full-time on Monday 8th March. The following is a link to the latest government guidance for parents/carers

<https://www.gov.uk/government/publications/what-parents-need-to-know-about-school-during-covid-outbreak>

We have now completed the risk assessment process. The risk assessment will be available to view at the end of next week, please email your request to view it to office@stpatrickleeds.org.uk. The risk assessment (RA) document has been supplied by the Health and Safety team at the Local Authority. Based on the SAGE modelling we have been required to focus our planning on;

- Controlling the transmission of the disease – minimising contact of children and adults who are unwell by ensuring those with symptoms or those who have members in their household with symptoms do not attend our school setting and isolate.
- Active engagement with NHS Test and Trace. Access to testing by school staff.
- Management and control through personal hygiene – Making sure we insist on, resource and implement the highest of standards of personal hygiene including good hand hygiene.
- Ensuring good respiratory hygiene – promoting and resourcing the 'catch it, kill it, bin it' approach.
- Enhanced cleaning regimes – Frequent cleaning of touched surfaces throughout the school day with the correct detergents and bleach.
- Minimising contact and mixing – Organising 'class bubbles' of pupils and staff that operate independent of each other. Creating timetables that will facilitate this to happen safely. This includes a staggered start of day /breaks/ end of day. Organising classroom environments ensuring staff can maintain current social distancing rules. Setting clear rules about all other adults entering and exiting the school site.

The Senior Leadership team have spent many hours planning to ensure we can fully re-open in the safest way to children and staff. These plans will be reviewed regularly as the term progresses. We will also be working closely with Leeds City Council and the Diocese with regards to transmission rates in our locality. Covid has not gone away and we are still working to keep transmission rates down. I know that many of you have been impacted greatly by this terrible virus and have lost family members and friends. The conditions of return therefore, must be followed by every family to ensure we meet the requirements of the risk assessment. The Governors are fully supportive of the Senior Leadership team and the plans we have made for the full re-opening of school. School will be very much like it was when we returned in September and the RA document has many of the same controls and measures – these proved highly effective in the autumn term. Please read all the information below carefully.

If someone becomes unwell with Covid symptoms?

If a member of school - child or adult - feels unwell they must not attend the setting and **MUST SELF-ISOLATE** and either book a test online or phone 119 to arrange a test. The rest of the household should also self-isolate at this point. Contact with school should be made **IMMEDIATELY** to inform us. If a family member becomes unwell in the household then children should not attend school and

everyone should self-isolate until a negative result has been returned. It is vital that you communicate clearly with school if your child or household members display any Covid symptoms.

Should a positive result occur we will work the local authority and follow their instructions. The rest of the bubble will be informed and clear directions will be given regarding the safety of the class/es and bubbles going forward. If the control measures on the risk assessment cannot be met then we may have a partial or full closure of school.

If a child feels unwell at school with any Covid symptoms – high temperature, a new continuous cough, a loss of taste or smell, they will be isolated immediately and parents will be contacted to collect them immediately. Their temperature will be taken with an infra-red thermometer.

It is imperative that parents are contactable at all times during the school day and we have 2 emergency contacts.

At this stage I have no further information about primary aged children being offered access to Covid tests each week. As soon I have more information I will let you know. This offer is being rolled out in secondary schools starting next week.

Bubble Organisation

Each class will return and form their own 'class bubble'. There will be minimal contact between the classes. The only contact will be passing on the corridor or the sharing of toilet facilities between certain classes. We will also continue to use different entrances/exits throughout the day to keep the bubbles separate. Staff will remain working in the same class bubbles for the duration of their working week wherever possible. We understand that children have siblings at home and that some parents will be accessing after school care/childminders and therefore there will be additional mixing of children but we must as far as possible minimise contact between children and adults in school to assist the track and trace process and to help protect our whole school community.

Each class will primarily be taught in their own classroom and will play outside together in their class group. The classrooms have been arranged so that desks are arranged to allow staff to move around the room supporting pupils but still able to maintain distance. Side by side interaction will be encouraged between both pupils and staff when engaging in discussion. The government have been clear to state that the risk to primary age pupils is minimal but we will continue to promote minimal physical contact between the children, especially in KS2. We recognise that young children are unable to keep their distance from other children. Staff have been instructed to maintain the social distancing rules wherever possible and if they cannot do this then a shield/mask will be worn. Face coverings have unfortunately become an everyday norm for our children and one which must continue a little while longer.

Social Distancing

The school will operate a one-way system when moving whole classes around the school building as we did in September. We will be limiting the number of visitors on site to only those that are essential. If you have any concerns we ask that you phone school and a teacher/member of school staff will contact you at a time that is convenient to both parties. Meetings in school will not be arranged unless they are deemed essential.

We are asking that only one adult comes on site to drop off and collect and that a mask is worn. Please try to walk to school if you can. We have slightly staggered the start and end of the day to allow for parents/carers to drop off and leave the school site so that we can limit the numbers of adults on site at any one time. **This will only work if everyone is punctual and sticks to times stated below – not too early and not late.**

You will enter and exit playground via the two marked gates. Please stand in the marked circles around the outside of the playground while you wait. After dropping off and picking up please leave the school site straight away. Do not congregate around the gates – this is putting people at risk when they try to enter and exit safely.

Class	Start time	End time
Year 1 and Year 2	8.40am	3pm
Year 3 and Year 4	8.50am	3.10pm
Year 5 and Year 6 REC	9am	3.15pm REC 3pm

Staff will collect the children as a class from the playground and line them up to dismiss at the end of the day. Please make sure you work with staff to ensure a safe handover takes place daily.

If you have an older child starting at a later time, then you may leave them on the playground. We will have a member of staff on duty each morning from 8.40am. Only older siblings should be left with staff to supervise. We will be monitoring the sibling group daily. In poor weather, older siblings will be allowed to enter school and go straight to their classroom. **Please do not leave children unattended earlier than 8.40am.** Older siblings will leave class at 3pm to allow families to go home promptly together.

Please note the change of start time for Reception. They will now start at 9am and finish at 3pm. This is to allow time for them to be dropped off and settled at a quieter time, when less adults are on site. If you have children in other classes they should arrive at 9am too. Reception parents please stand at the Reception entrance at you did before but please stand 2m apart – we have new markings on the fence to help you do this safely.

Note KS2 will have a slightly shorter lunchtime to ensure that they do not lose out on teaching time. Year 5 and Year 6 will also now leave school at 3.15pm.

If your child attends an after school care provider they will be registered and collected from the MUGA pitch on the playground. We are hoping some after-school clubs will begin before Easter and these will be kept to 'class' bubbles. More information will follow about this.

The School Day

➤ Essential equipment

Children should come dressed in clean uniform each day with their hands recently washed. They should enter with only essentials – coat, water bottle, packed lunch (if not on school dinners). School should be aware of any medications your child needs in school. Please ensure all these details are up to date and recorded by the office staff.

All pupils should continue to access reading books on the Oxford Reading Buddy online system. We will not be sending home books for the first two weeks until we get all the books back in school. If you have school reading books at home please return them. Teachers will be reviewing each pupil's progress in all areas before Easter.

➤ P.E

Your child's teacher will communicate what day your child will have P.E on. On this day children may come to school dressed in their P.E kit. They are still allowed to wear plain black/navy tracksuit bottoms whilst the weather is variable.

➤ PPE in school

Public Health England are not recommending the wearing of masks by pupils in school but if you wish for your child to wear one then please be aware they will have to wear this all day -they cannot be taking it on and off.

➤ Playtime

These will be staggered throughout the day with the playground organised to allow classes to play separately.

➤ Lunchtime

Rec. will be the only class to eat their lunch in the hall as their classroom does not allow for them to sit and eat comfortably at tables. All other classes will continue to eat their lunch in class. We will continue to have the same menu on a 3 week cycle which I have attached. All children in Rec. Y1 and Y2 and anyone with free school meal eligibility will be provided with a lunch each day. Please take advantage of this. Please talk to your child about what they would like to eat as we will be taking each child's order at the start of the week to allow the kitchen to ensure they have enough supplies. If you wish to purchase

school dinners for your child then the normal procedures apply. The cost per day is £2.20 and this will need to be paid on Parentpay. Please contact the office if you require any help to do this. After eating lunch we are planning for each class to continue to enjoy 30mins outside each day (weather permitting).

Robust Hand and Respiratory Hygiene

On entry all children should have recently washed their hands. There will be regular hand washing throughout the day – using soap and warm water for 20 secs. The children were in good routines prior to lockdown, please get them doing this at home. Hand sanitiser will also be used intermittently during the day. Each classroom has a sink that will allow for this handwashing to take place. Please also ensure your child is familiar with 'catch it...kill it...bin it' and that they know how to use a tissue to blow their nose and sneeze into. Lidded bins will be provided and emptied regularly. Cleaning of the communal touch points and desks will take place by staff throughout the day in each classroom. Cleaning staff will also be on duty throughout the day to ensure the toilets are cleaned at different points and any shared areas such as the ICT suite and the hall are cleaned.

Behaviour in School

Exemplary behaviour will be required at all times: misbehaviour of any kind will not be tolerated. Our children have been through so much and have shown great resilience. We want to work with you to support their mental well-being. It is important that children come back to school in the right frame of mind to work and to learn. Please speak to your child's teacher (either by phone or on Google Classroom) if you have any concerns about them returning or if we need to know about any issues that might affect their behaviour.

We are so looking forward to welcoming your child back to school. You have done an excellent job supporting them at home - please continue to work with us as we begin the learning journey in school once more. I will be asking that all the new Chromebooks which we loaned out are returned next week; I know they have been a valuable tool. I am happy at this stage to leave the older models with families so that children can still access their Google Classroom as we go forward. I still have a few older devices left and I will swap the newer Chromebooks for one of these. We have to be realistic and understand that may have to shut 'class' bubbles in the coming weeks, therefore learning would move online once more during this period.

There are still many challenges ahead both in school and for you as families but we now have a roadmap out of this pandemic. We can now hopefully go from creating short term plans to long term plans for our children here at St.Patrick's – they deserve the very best education. A curriculum that is rooted in high quality teaching with a host of memorable learning experiences planned in along the way.

Take care everyone and we will see you all 8th March at your designated start time. Should you have any questions at this time then please email office@stpatrickleeds.org.uk. A member of the office staff is also available on the phone should you have any further queries.

Yours faithfully,

Mrs C Grady
Headteacher

