



25<sup>th</sup> June 2020

Dear Parent / Carer,

### **Arrangements for Keyworker Pupil Bubbles**

Dear Parents and Carers,

Thank you for your time and patience during these unprecedented times. We are now able to share with you the arrangements we have put in place at St Mary's to ensure pupils remain safe as we welcome selected year groups to school.

As a school staff we are really looking forward to seeing our pupils once again, however, parents need to be aware that school will be operating in a very different way to the one your child left in March. This is because we have worked hard to put in place safe working practices for everyone in school. This will continue to be our absolute number 1 priority.

One of the key tasks this week has been completion of a robust risk assessment to identify the risks associated with coronavirus generally and those specific to our school and work together to minimise those risks as far as we are able to. However, parents do need to be mindful that no matter how hard we try we cannot eradicate all risk in school.

### **Maintaining a safe school environment**

In writing to you, I would like to take this opportunity to share with you the protective and preventative measures we have put in place in order to minimise the spread of infection.

As per the advice from the government, the following actions for infection control are now in place in school:

- Display of coronavirus infection control measures information posters around the school
- Encouragement of good hygiene through the promotion of the importance of regular handwashing for at least 20 seconds with warm water and soap.
- Installation of hand sanitiser dispensers around school and in classrooms.
- Ensuring pupils and staff understand that they must cover their mouth and nose with a tissue before they cough or sneeze, then throw the tissue away ('Catch it, Bin it, Kill it')
- A rigorous cleaning routine across the school day, ensuring that frequently touched objects and surfaces are cleaned and disinfected regularly. Along with a deep clean every Friday.
- Isolation of any unwell pupils in a separate room, and provision of a separate bathroom, before the child is collected by his/her parent from school

An important part of the health of our school community is the good infection control practices which take place at home and I would ask that continue thorough handwashing routines, regular washing of clothes and keep talking to your child about the things they can do to discourage the spread of infection.

In addition, as per the current NHS guidance if any member of your household (including children) develops coronavirus symptoms, everyone (including children) should stay at home for 14 days. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after 7 days, or begin to worsen, you should call 111. This is because it can take 14 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>). If you think your child may have been exposed to or has coronavirus, please contact the school at the earliest opportunity.

### **School uniform**

Returning pupils are invited to wear their own clothes. This is so that a clean set of clothing can be worn the following day without the worry of getting items of clothing dry for the next. We suggest that your child wears comfortable clothing and footwear, which is suitable for physical activity.

### **Arrangements for the start and end of the school day**

The beginning and end of the school day are the busiest times for children and adults congregating together in one place, so maintaining safe distances within normal arrangements can be a challenge. We have implemented the following measures for when pupils return to school:

- Only pupils permitted to return to school and staff will be allowed on site. Parents are asked to phone or email school with any questions or concerns.
- Only one parent accompanies their child to school using the entrance indicated in the table below.
- Parents are asked to observe social distancing when dropping off/picking up their child.
- Parents are asked not to remain at the school gate once their child has entered the school site. Staff will be around, at a safe distance, to guide parents and children in order to ensure that social distancing is taking place. They will not be able to answer questions or concerns. Parents are asked to contact school by email or phone.

The times for dropping off and picking up pupils will be staggered. Please find the details for **Key Worker Children** in the table below:

<b>Dropping Off Time</b>	<b>Picking Up Time</b>
8.10 – 9.00am	3.00pm (or before if preferred)

\*Please note: We are unable to change your child's group or their start time.

### **The school day**

To minimise the number of pupils and staff assembling for periods of time, we have made the following changes to the school day:

- Pupils will be expected to maintain social distancing throughout the school day.
- Pupils have been placed into bubbles/groups. There will be no more than 15 pupils in a group.
- Each group will have two/three designated members of staff.
- Pupils will remain with their group throughout the day, including playtime and lunchtime
- In the hall, pupils will sit at the same desk every day. Desks have been positioned to enable this.

- Pupils will be provided an individual work and stationary pack. This will remain on their desk and in school at all times.
- Pupils do not need bring a bag or a pencil case into school

**Arrangements for breaktimes and lunchtimes**

We recognise the importance for all pupils to have a break from learning and to enjoy time outside during the school day. We have made some adjustments to break and lunch times to ensure they can do so safely.

- Staggered breaktimes and lunchtimes
- Additional time allocated for outdoor learning
- If your child is bringing a packed lunch this must be brought in a disposable bag
- Pupils eligible for a free school meal will be provided with a school lunch

Yours sincerely,

St Mary’s Staff



**DIOCESE OF SALFORD AND  
METROPOLITAN BOROUGH OF ROCHDALE  
EDUCATION COMMITTEE**