



# CHRIST THE KING CATHOLIC COLLEGIATE

A Multi Academy Company

Together as one community with Christ at the centre



Headteacher: Mrs D Mellor  
www.stmarycatholicprimary.co.uk  
01782 619685  
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St. Mary's Catholic Primary School  
Stanier Street  
Newcastle  
Staffordshire  
ST5 2SU

Friday 28<sup>th</sup> August 2020

Dear Parents and Carers,

I hope that you have all had a lovely summer. We are all very much looking forward to welcoming you all back to school next **Thursday (3<sup>rd</sup> September)**. I write to you today to clarify and confirm the details of the opening of the school for all children next week. Our updated risk assessment which follows the latest government guidance has been shared with staff and governors and is now available for you to read on our school website (News & Events - Letters). The guidance insists that four preventative measures are in place at all times throughout the school, those being:

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) Clean hands thoroughly more often than usual
- 3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach

These four measures were in place during the staggered return for pupils in June and will continue to be in place on their return in September.

## BUBBLES

To reduce potential transmission of COVID-19 the children will remain in consistent groups (Bubbles) during the day, along with staggered break times, lunchtimes (see the risk assessment for further details) and separated zoned areas on the yard and in the dining hall.

We will be able to re-open our kitchen so that children can have hot meals and use of the hall. To reassure you, when one bubble leaves the hall, all tables and seats will be thoroughly cleaned before the next bubble is allowed to enter the room. Initially the EYFS children (Nurse and Reception) will eat their lunches in the classroom.

## STAGGERED OPENING AND HOME TIMES

As stated in my previous letter to reduce the volume of children arriving at school at any one time we need to continue to have staggered drop off and pick up times, we have tried to keep the times as close as we possibly can to the usual school opening times. For our families we have also tried to keep to as short a possible a gap between the arrival times, there is a maximum 10 minute gap between each bubble. The times are as follows:

Years 5 & 6 – drop off 8:40am, pick up 3:05pm

Years 3 & 4 - drop off 8:50am, pick up 3:15pm

Years 2 - drop off 8:50 am, pick up 3:15pm

Year 1 – drop off 8:40 am, pick up 3:05pm

Nursery & Reception – drop off 9:00am, pick up 3:10pm



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## Staggered drop off and pick up times and locations



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A **significant change to note when dropping off and collecting your child** is that they will arrive and wait on the playground for their class teacher. When the class teacher arrives on the playground the children will form a socially distanced line and the children will walk into the building with their class teacher. The class teacher can then monitor the children cleaning their hands. This change will also mean that we can avoid long queues building up along the pavements outside the school which could be quite dangerous. **We do ask that you socially distance from other families (ideally 2m) whilst picking up and collecting the children from the yard. We appreciate that although times are staggered for each playground that across the school come year groups have the same drop off and pick up times. Due to this you are welcome to leave you child on the yard if you need to drop off other siblings or make your way to work. However, you must not leave your child unattended on the playground until they have joined the line in the presence of their class teacher.** We respectfully ask that if you need to communicate with your child's teacher that you do not do so whilst they are on the playground but instead send an email in advance, phone the school or write a note. When collecting your children at home time, please wait on the playground rather than congregating around the school gates. Your child's class teacher will walk the children onto the playground and dismiss each child once the child has identified their parent/carer. The teacher will not release a child until a recognised adult is present. If a child walks to and from school then please provide a letter/email so that we are aware of your arrangements. Again at home time we ask that you **socially distance from other families (ideally 2)** we also encourage the wearing of face masks.

## STAGGERED RETURN FOR EYFS (NURSERY & RECEPTION CLASSES)

In order to best support an easy transition for your child into their new school/new class, there will be a staggered return for our Nursery and Reception children. All parents and carers of these children will receive a separate a reminder text/email with individual details of the dates and times for their child's start.

## RESOURCES

We continue to ask that children limit the amount of resources which they bring into school. All children will have their own equipment labelled on their desk. Children can bring a bag into school, a water bottle (labelled with their name as we always have a handful of water bottles which look the same in each class and it is important that water bottles are not accidentally used by others), lunch bag/box. Mobile phones are not allowed in school. Please contact the school office if you feel that there is a good reason why your child needs to bring in their mobile phone and if approval is given, the office staff will let you know the procedure.

## ATTENDANCE

It is important to draw your attention to the changes in attendance. The usual attendance rules will resume in September meaning that your child must attend school. During the lockdown, attendance at school was not compulsory, however from September this will not be the case and your child must attend school.



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## CHILDREN'S CLUB

Thank you to our parents who have contacted our school office to book the use of the Children's Club from September. If you would like your child or children to use the Children's Club and have not yet contacted the school then please do so on the usual number 01782 619685 or [office.stm@ctkcc.co.uk](mailto:office.stm@ctkcc.co.uk).

## STAFFING CHANGE

We have had an unseen change in staffing for September. Miss Bashir will be teaching in Year 5 ( Mrs Crawford/Mrs Palin's class from last year). I have had the pleasure of working with Miss Bashir previously as she worked at one of our MAC schools a couple of years ago, she is a wonderful teacher. I am delighted that she will be joining us to cover Mrs Blandford's maternity leave. Miss Bashir has been working closely with Mrs Olszewski throughout the summer holiday and will be taking part in our two training days early next week. We look forward to Mrs Bashir working with the children and being part of the St Mary's team.

## RECOVERY CURRICULUM

We understand that the return to school, whilst exciting, can bring anxieties for some. This may especially be the case following such a long break from the school routine, along with issues which the Pandemic may have caused for you and your family. We have written a Recovery Curriculum which we have put into practice over the last few weeks to support the children who have been able to attend school recently. The Curriculum supports the children's understanding of any issues which have arisen during the Pandemic and the building of their resilience, having experienced such a challenging time. The children will experience wellbeing opportunities more frequently, regular use of the outdoor environment for learning and individual support, should they need it.

## YOUR SUPPORT IS NEEDED

In order to keep our school community safe we rely heavily on you following specific measures:

- Do not send your child to school if they or a member of your household has symptoms of COVID-19.
- Do get your household tested immediately if anyone in the household has symptoms of COVID-19.
- When dropping off and collecting your children at school please socially distance (ideally at a 2m distance). We encourage parents/cares to wear face masks.
- Do make sure that extended handwashing (minimum of 20 seconds) is carried out at home by all members of the household.
- Do make sure that your child's uniform is clean.
- Do phone the school in advance in order to visit the school office.
- Do be prepared to have your temperature taken, use hand sanitiser and asked to wear a mask if you need to enter into the school building beyond the reception point.
- Do discuss the return to school with your child with positivity and enthusiasm.



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I thank you in advance for your support with our safety requests and I thank you in advance for your patience as we have been and are in a time of change, some of which have and possible will be at short notice. This is a highly unusual beginning to an academic year and we appreciate that due to many uncertainties you and your child/ren might be having mixed feelings about the return to school. Our teachers will provide a nurturing environment for your child, as always, our school is a happy and warm place to be and so there is much for your child to look forward to. We will follow our safety measures and daily, we will evaluate and reflect upon our practices. We ask that you do the same and if both of us do so, your child will be in a safe place both at school and at home.

God Bless,

Mrs D Mellor  
Headteacher



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