



## St. Paul's CE Primary School

Huddersfield Rd Stalybridge Cheshire SK15 2PT

Tel. 0161 338 2060 Email: [admin@cdatstpaulsprimary.co.uk](mailto:admin@cdatstpaulsprimary.co.uk)

Web: [www.st-pauls-stalybridge.tameside.sch.uk](http://www.st-pauls-stalybridge.tameside.sch.uk) Headteacher Mr S Wright

21.7.20

Dear Parents

I hope you and your family are well. I am writing with additional information regarding full opening of school on Wednesday 2<sup>nd</sup> September. Years 1-6 will return fully on this day. Our new reception class are having a phased opening. Parents of children joining us in class 1 next year have been written to separately with further details.

Information relating to school's opening will be added to the COVID-19 updates section of the school website.

<https://www.st-paulsstalybridge.co.uk/page/covid-19-updates/64361>

There will be some changes to the way things run at school. We ask that you read through this carefully and any further communications we send out. Everything we will be doing, that is a bit different, is designed to help keep us all safe. If we can all support these changes, then we will be, as a community, helping each other to stay as safe and as well as we can be.

School will feel and look different, but we will do as much as we can to make sure that the children feel the love, care and consideration that they always have. Any plans we have will be kept under continual review and be amended if needed.

### **Some of the things school will be doing to keep your child, you and staff, safe?**

- We will be having staggered start and finish times, your support with this is an essential part of keeping your child safe. We will be having three entrance/exit points to school. If you have more than one child in school and your drop off times clash, we ask that you drop/off pick up your eldest child first, then the next eldest and so on. When you have picked up your children, we need families to head off home straight away. If people stop to chat, we will create crowds. We need to avoid this. Please only arrive at the relevant designated times. You should have all received information regarding your child's new class through the post with their report.



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**CLASS 2, 3 & 4- Start and finish times and exits and entrances- please read carefully for each of your children.**

Class	Start time (when the gates will be open for your child)	Finish Time (when the gates will be open for you to collect your child)
Class 2	8.40am	3pm
Class 3	8.45am	3.05pm
Class 4	8.50am	3.10pm

How will this work for Class 2, 3 & 4? Entrance and Exit for these classes is the playground gate you would normally use (the gate on Richmond St)	
<b>DROP OFF</b> <ul style="list-style-type: none"><li>• The gates will open at the given times</li><li>• The class for the assigned time will be called up. Please only walk up when your class is called.</li><li>• One adult per family group can bring child/children onto the playground</li><li>• Follow the one-way system, walk to the left, follow the orange circles/arrows on the floor.</li><li>• The children will not line up they will go straight into school.</li></ul>	<b>PICK UP</b> <ul style="list-style-type: none"><li>• The gates will open at the given times</li><li>• The class for the assigned time will be called up. Please only walk up when your class is called.</li><li>• One adult per family group to collect.</li><li>• Follow the one-way system, walk to the left, follow the orange circles/arrows on the floor.</li><li>• The class will come out at the assigned time. When you have collected your child follow the one- way system and leave the grounds immediately.</li></ul>



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**CLASS 5, 6 & 7- Start and finish times and exits and entrances- please read carefully for each of your children.**

Class	Start time (when the gates will be open for your child)	Finish Time (when the gates will be open for you to collect your child)
Class 5	8.40am	3.05pm
Class 6	8.45am	3.10pm
Class 7	8.50am	3.15pm

How will this work for Class 5, 6 & 7? Entrance and Exit for these classes is through the gate at the front of school (near the traffic lights).	
<b>DROP OFF</b> <ul style="list-style-type: none"><li>• The gate at the front of school will open at the given times.</li><li>• The class for the assigned time will be called up. Children only walk up when their class is called. If you arrive early, we will get congestion at the front of school, please only come at your allotted time.</li><li>• Only the children will come through the gate at drop-off.</li><li>• The children will not line up they will go straight into school.</li></ul>	<b>PICK UP</b> <ul style="list-style-type: none"><li>• The gates will open at the given times</li><li>• The class for the assigned time will be called into school. Please only walk up when your child's class is called.</li><li>• One adult per family group to collect.</li><li>• Adults are to come onto grassed areas at front of school. We need to socially distance in this space.</li><li>• The class will come out at the assigned time. When you have collected your child follow the one- way system and leave the grounds immediately, so that we can call up the next class.</li></ul>



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**CLASS 8, 9 & 10- Start and finish times and exits and entrances- please read carefully for each of your children.**

Class	Start time (when the gates will be open for your child)	Finish Time (when the gates will be open for you to collect your child)
Class 8	8.40am	3.05pm
Class 9	8.45am	3.10pm
Class 10	8.50am	3.15pm

How will this work for Class 8, 9 & 10? Entrance and Exit for these classes is the car park gate on Richmond St	
<b>DROP OFF</b> <ul style="list-style-type: none"><li>• The car park gates will open at the given times</li><li>• The class for the assigned time will be called in. Please only come in when your class is called.</li><li>• The children will enter through the gates on their own.</li><li>• Follow the orange circles on the floor.</li><li>• The children will not line up they will go straight into school.</li></ul>	<b>PICK UP</b> <ul style="list-style-type: none"><li>• The car park gates will open at the given times</li><li>• The class for the assigned time will be come out onto the space usually used as the car park.</li><li>• Some of our oldest children walk home alone, if this is the case, they need to head straight home.</li><li>• One adult per family group to collect.</li><li>• You can wait on Richmond St to collect or socially distance on the car park at your allotted time.</li><li>• When you have collected your child please leave immediately.</li></ul>

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**CLASS 1- Start and finish times and exits and entrances- please read carefully for each of your children.**

Class	Start time (when the gates will be open for your child)	Finish Time (when the gates will be open for you to collect your child)
Class 1	8.55am	3.15pm

How will this work for Class 1	
Entrance and Exit for these classes is the playground gate you would normally use (the gate on Richmond St)	
<b>DROP OFF</b> <ul style="list-style-type: none"><li>• The gates will open at the given times</li><li>• The class for the assigned time will be called up. Please only come up when your class is called.</li><li>• One adult per family group can bring child/children onto the playground</li><li>• Follow the one-way system, walk to the left, follow the orange circles/arrows on the floor.</li><li>• In addition, for class 1 you will walk around the inside of the class 1 outdoor area (the part where the climbing frame is), please observe social distancing. Doing this will support our one-way system for drop off/pick up</li><li>• The children will then be welcomed into school.</li></ul>	<b>PICK UP</b> <ul style="list-style-type: none"><li>• The gates will open at the given times</li><li>• The class for the assigned time will be called up. Please only come up when your class is called.</li><li>• One adult per family group to collect.</li><li>• Follow the one-way system, walk to the left, follow the orange circles/arrows on the floor.</li><li>• In addition, for class 1 you will walk around the inside of the class 1 outdoor space, please observe social distancing. Doing this will support our one-way system for drop off/pick up</li><li>• The class will come out at the assigned time, one at a time as each adult arrives at the door. If you have siblings with you, they must stay by your side and not play on any equipment. When you have collected your child follow the one-way system and leave the grounds immediately.</li></ul>

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## Some of the things school will be doing to keep your child, you and staff, safe?

- Bubble Groups- In line with guidance we are creating bubble groups to minimise mixing for extended periods of time whilst enabling us to deliver a full curriculum. The children will operate most of the time in class bubbles. The children will also work within departmental bubbles. There will be four departmental bubbles, Foundation Stage (class 1), Key Stage 1 (class 2,3&4), Lower Key Stage 2 (Class 5,6 &7) and Upper Key Stage Two (class 8,9&10). Classes within the department will mix at times for example at play and dinner times. They will mix on need for specific teaching such as phonics or mathematics.
- There will be regular handwashing throughout the day, e.g. on arrival and before and after eating, or for example after sneezing, following the, catch it, bin it, kill it message. We will continue to teach the children about this, but please do talk to them at home about this as well. There will also be hand sanitiser in school
- All classrooms and toilets have handwashing facilities. Pupils will be talked through regularly the importance of handwashing/hand sanitising on a regular basis and have effective ways of handwashing shared with them. An example of this is through the, NHS wash your hands song.  
<https://www.youtube.com/watch?v=S9VjelWLnEg> (Wash your hands song)
- Please do not send any hand sanitisers with your child. There is additional hand sanitiser in school, that will be used with the children.
- Toilets, there will be additional cleaning in these areas. Classes 1-4 will access the same toilets. Classes 5-7 will have their own toilets as will classes 8-10.
- Movement around school will be kept to a minimum, to minimise any contacts. We will all be walking on the left in school.
- There will be enhanced cleaning throughout the day.
- Reading Books- If you have any reading books at home please send them in with your child on the first day back in September. Reading books will be sent home with the children. Books that are returned into school will then be left unused for a period of time (72 hours) before being used by another child. This could affect the regularity that we change books, but we will aim to keep this as regular as possible.

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- Resources will be used within bubble groups. If they are to be used by other groups, they will either be cleaned or quarantined for a period of time prior to use by other groups.
- Children will have their own individual pencil case in which they will keep their own equipment. This will be just for them and not shared with other children. Children are not to bring in own stationery, toys or unnecessary items.
- Playtimes and dinnertimes will be staggered for the different departmental bubbles. To support minimising contacts.
- Schools have been advised that PPE is not needed to be worn as a matter of course. It will be used in specific circumstances according to need. We will also not be taking the temperature of children.
- The addendum to the behaviour policy previously issued is still in place. [https://www.st-paulsstalybridge.co.uk/serve\\_file/630552](https://www.st-paulsstalybridge.co.uk/serve_file/630552)  
If you have not read this already, please do look at it. This is an addition to the existing behaviour policy that takes account of the specific needs of this time.

## What will the learning look like at first in school?

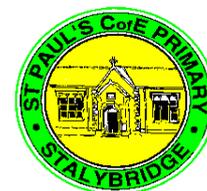
- There will be activities in the first couple of days to support transition to their new teacher and class. We hope your child enjoyed their meet the teacher poster and got a chance to view the video message sent by their new teacher through the QR code on the form. Your child is to bring their completed 'meet me' sheet on the first day of term after the holidays (Wednesday 2<sup>nd</sup> September). Their new teacher cannot wait to see them!
- There will be high emphasis on establishing routines and health messages, such as hand washing. This will be done in an age appropriate way.
- There will be a focus on mental health and well-being work. We are aware that children will feel differently about returning to school, there will be anxieties and excitement. The school will be working towards achieving the AcSEED award this coming school year which is focussed on supporting the mental health of our pupils.
- We will be assessing and addressing gaps in language, reading, writing and mathematics, focussing on children's acquisition of phonic knowledge, spelling and extending their vocabulary. There will be a core focus on English and Maths. This will also be reflected in homework set.
- We will be carrying out assessment activities with the children.

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- Over the year pupils will be taught a full range of subjects.
- We will be reviewing our remote education for children. Remote Education (home learning) may be needed if for example a local lockdown was to occur.

## Lunches, food and drink

- If you want a meal provided in school this must be ordered through the live kitchen system (schools grid).  
<https://app.schoolgrid.co.uk/login.aspx?ReturnUrl=%2f>  
(There is a link for ordering meals at the bottom of the home page of the school website)  
**PLEASE ORDER YOUR MEALS AS SOON AS YOU CAN AFTER RECEIVING AN EMAIL FROM LIVE KITCHEN TO SAY ORDERING IS OPEN.**
- Live kitchen (schools-grid) ordering will be open prior to school reopening. Meals will be in the form of grab bags. The menu will be on-line (there are hot options in some of the bags). Meals can be ordered usually for at least the half term ahead; I advise that if your child is having school dinners that you do this rather than doing it day to day or week to week. It will help the kitchen greatly with ordering and also ensure your child is booked in for a dinner. Meals will be prepared in the school kitchen and delivered to the room your child is in. Children in classes 2-10 will eat their lunch in the classroom. Class 1 will eat in the hall.
- If you are providing your child with a packed lunch from home, please ensure this is with them in the morning on arrival. Please ensure all lunchboxes are clearly labelled with your child's name on the outside of their lunchbox. If your child is new to a packed lunch it may be worth having a practise run during the school holidays, so they are familiar to the routine of how to open and close it and what they will find in there when they open it up. Items that your child can open themselves is best. Some items such as yoghurt tubes can be tricky. If the children need an item of cutlery this will need to be provided from home if it is in a packed lunch from home. The children will put their own rubbish back in to their lunchbox.
- Children need to bring in their own filled, labelled personal water bottle that they can use to drink from. The children must bring this home with them each night.
- Only fruit or vegetables maybe brought in for snack at morning break.



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### Uniform

Full uniform is to be worn from September. Our school uniform expectations are in the virtual office section of the school website. Black shoes not trainers are to be worn. For PE, trainers are advised at this point in time as PE is likely to be outdoors. It maybe that footwear is just changed for outdoor exercise.

[https://www.st-paulsstalybridge.co.uk/serve\\_file/336256](https://www.st-paulsstalybridge.co.uk/serve_file/336256) (school uniform expectations)

No jewellery is to be worn as per school policy. No mobile phones to be brought into school by pupils. No extreme haircuts, tramlines etc in hair. No make up/nail varnish to be worn.

### Transport

If at all possible, please walk to school if you can. If you have no choice but to drive to school, please make use of the church car park. Cars parked close to school further limits the space for safe movement of pedestrians and social distancing. If you have to use public transport, please ensure you follow all government guidance.

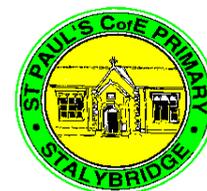
### Contacting us

If you have something that you need to share with us or a message for the teacher in the new school year please contact us via email [admin@cdatstpaulsprimary.co.uk](mailto:admin@cdatstpaulsprimary.co.uk) or phone the office. Please avoid non-urgent appointments for the children that would mean they would need to be picked up during the day.

### We all need to engage fully with the NHS Test and Trace process

#### We need you to be ready and willing to:

- [book a test](#) if symptoms are displayed. Staff, pupils and parents must not come into the school if they have symptoms. Staff and pupils will be sent home to self-isolate if they develop them in school. It is essential your contact details are up to date. If you have changed your contact numbers, please update us. If you are contacted, we will need you to come immediately to school to collect. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit.



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- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- [self-isolate](#) if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

We need you to inform us immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

We all understand that this is a very unsettling time for us all, but rest assured that we are going to be doing everything we can to make sure that any return is as safe as we can make it. We are all in this together and the more we can support each other and work together on this the safer we will all be. I appreciate that this is a very long letter that might take a while to digest and I thank you in advance for your support with the specifics detailed in it.

The whole team at St Paul's would like to thank you for your continuous support.

Stay Safe,  
Mr Wright