



Wednesday 24th February 2021

Dear Parents and Carers,

Apologies for the lengthy letter containing important information.

Firstly may I take this opportunity to thank you all for your support through this lockdown. It has not been easy, but we have all risen to the challenge and we are incredibly grateful to you all for taking on the home learning!

The government have now released their plans for schools to reopen to all children on Monday 8th March 2021. This means that from Monday 8th March, all pupils must attend school unless they or any member of their household has symptoms of Coronavirus or has tested positive for Coronavirus. If this is the case then please inform school via telephone or email, do NOT attend school - follow the isolation guidance and stay at home.

St Matthias will be following the government guidelines which can be accessed through this link

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

The robust plan which was in place prior to the lockdown in January will continue as St Matthias reopens to your child, incorporating safety and hygiene procedures. I have outlined these reminders for you to keep us all safe.

The main points which will be included in our plans and risk assessments are:

1. To minimise contact with individuals, especially those who are unwell, by ensuring that those who have coronavirus symptoms or who have someone in their household who does, do not attend school.
2. Cleaning hands thoroughly more often than usual.
3. Ensure good respiratory hygiene by promoting the 'Catch it, Bin it, Kill it' approach.
4. Enhanced cleaning, including cleaning frequently touched surfaces more often.
5. To minimise contact between individuals and maintain social distancing wherever possible.
6. Where necessary, wearing appropriate Personal Protective Equipment (PPE) eg for first aid/ personal care.
7. For all adults including parents to wear a face covering on the premises and maintain social distancing.
8. For all staff and visitors to wear a face covering in school and for staff only to remove them when they are working within their bubble.

Please read the following information carefully.

Wraparound Care (Whizz Kids)- pre booking only

We are now able to recommence wraparound care. However children MUST be booked in, in advance, so we can prepare for numbers and ensure that we are able to reduce cross contamination between classes as much as possible. Please contact finance@stmatthias.worcs.sch.uk if you wish to book your child into Whizz Kids.

Dropping Off/Collecting Children- ONE WAY SYSTEMS

Our staggered start to the day to reduce the number of families entering the school site at the same time will be reinstated.

If you have **more than one child attending the school** (including Nursery) your drop off time is **8.45am sharp, the gates will be open from 8.45am** and collection at **3pm prompt**. (Nursery collection 12/3pm)

If you have **one child attending the school** (including Nursery) your drop off time is **8.55am sharp** (gates close at 9am) and collection at **3.15pm prompt**. (Nursery collection 12/3pm)

Please do not be early or late in order to keep numbers of parents on site at any one time to a minimum.

<u>Year group</u>	<u>Entrance Gate</u>	<u>Door entrance</u>	<u>Exit gate</u>
Nursery	Nursery gate along the footpath by Hampden Road	Nursery door	Bottom KS1 playground onto the footpath by Hampden Road
Reception		Reception door	
Year 1	Main front gate on Cromwell Road	Year 3 corridor on KS1 playground	
Year 2		Year 2 door	
Year 3		Year 3 corridor	
Year 4		Year 4 ramp	
Year 5		KS2 playground then Year 5 door	
Year 6		KS2 playground then Year 6 door	

Parent/ carer plea

It is extremely important that we avoid gathering at the gates, inside and outside of school as we are still in a lockdown, where meeting more than one adult is not permitted. We cannot allow social gatherings so we **MUST** advise you to drop off and collect your children swiftly without socialising with other parents. All parents/ carer **MUST** wear a face covering on site. If you are exempt please indicate this by wearing a lanyard.

Only 1 parent may drop off and collect their children and please follow social distancing guidelines when entering and leaving the school site. **Parents and children must arrive AT the allocated time promptly and not earlier or later than the allocated times and please leave swiftly to avoid congestion.** The end of the day is often very busy so please be patient and wait for a space to collect your child safely. Please also note that the one way system when

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entering and leaving school is still in place. The Nursery gate and main gate are the entrances into the school grounds at drop off and collection times and the bottom KS1 gate is the only exit. Please ensure that you move away from the alleyway quickly after exiting the school grounds so that others can leave safely. Parents may only enter the school building if they have an appointment. **Should you need to contact school for any reason please telephone 01684 574984 or email admin@stmatthias.worcs.sch.uk**

Uniform

Children must return to school in their **full school uniform**. We are continuing to ask the children to arrive at school in their PE kits for Physical Education lessons and they should wear their school jumpers with their PE kits (white t-shirt and red shorts). If it is cold they can wear black jogging bottoms, a white T-shirt and their school jumper. Your teacher will let you know which day your child's PE lesson is. Therefore you do not need to send PE kits to school in a bag as they will arrive in their kit on their PE day.

Resources

There is a high risk of COVID-19 spreading through shared resources. To reduce this risk, children from Years 2 to 6 **MUST** bring their own pencil case to school. Many children still have their pencil cases in school, they will still be there if you left them! If you are unable to provide a pencil case we will provide one for them. The pencil case **MUST** be named. We are able to provide the contents of the pencil case (pencil, ruler, glue). Resources which have to be shared such as Computer and PE equipment will be cleaned between use and the children will wash their hands after use.

Nursery, Reception and Year 1 children have their own packs of resources which have been made by the staff in preparation for their return.

No home toys will be allowed into school for any child. Please discuss this with your child before they return so it is not a shock for them and they are not disappointed.

Reading books

Children can continue to bring their reading folders in on a **FRIDAY** and leave the folders in school over the weekend. The books will be changed on Mondays and sent home. We will provide a number of reading books for you to read at home during the week; please return the books your child has read on a FRIDAY and the staff will change them on a MONDAY and send them home again.

Lunchtime

Lunchtimes and break times will continue to be staggered through the day. A lunchtime supervisor will be allocated to a class bubble and within the lunch hour there will be an opportunity to get some fresh air and play outside. You can order a packed lunch from Black Pepper lunches following this link. www.blackpepperlunches.com



Organisation Within School

Children will remain with their class in their own 'bubble'. Children from other year groups/ classes will not mix their bubbles. The Early Years (Nursery and Reception) will be one unit and become one 'bubble'. Class bubbles will not exceed 30 children. Teachers and Teaching Assistants will be allocated to the bubbles, however some Teachers and Teaching Assistants will need to be part of more than one bubble. If this is the case they will follow strict hygiene routines between bubbles and maintain social distancing wherever possible.

Classes from Year 2 to Year 6 will have tables in rows so that every child will face the front of the class. Children will be allocated their own table space and chair.

We will continue to adhere to social distancing rules in each classroom, especially with adult contact.

Classes will be taught as a whole, however if group work is necessary there will only be groups of children from the same bubble.

A reminder presentation regarding social distancing rules and hygiene procedures will be shared with every class when they return to school. This is to ensure we are doing everything we can to support your child in understanding the risks and how to protect themselves.

Lessons will be back to normal and a full curriculum has been planned. Initially we will be assessing the children to ensure we are informed fully of any gaps in their learning so they can be addressed immediately. We will also be incorporating lots of mental health and wellbeing activities to assist with the transition back to school.

Social Distancing

Staff and children will continue to follow social distancing rules as far as possible. Signs around school will remind everyone of the social distancing rules and hygiene. Should any member of staff need to be in close contact with a child, for example for first aid or personal care, then they will wear Personal Protective Equipment, eg Masks, visors, aprons and gloves.

Children in school will be asked to follow social distancing rules as far as possible and they will be discouraged from hugging and holding hands with their friends. Children will continue to follow our school rules to be Ready, Respectful and Safe. These are essential for keeping everyone safe.

Hygiene and Safety.

On entering school ALL staff and children will sanitize their hands. Handwashing and sanitising hands will be regular through the day.

Tables and key touch points will be cleaned before lunchtime and regularly throughout the day.

Nursery/ Reception and Year 1 classes will rotate their toys through the week to allow for cleaning.



First Aiders will wear Personal Protection Equipment (PPE) before giving first aid. Nursery staff will also wear PPE before changing any nappies. Disposable nappies are preferable to they can be disposed of quickly and appropriately to reduce cross contamination.

Hand sanitiser will be available in every classroom and throughout the school, including in the office. This will be topped up as required.

Hand soap will be checked daily in all the toilets and topped up as required.

Antibacterial sprays are available in every classroom and used to wipe down tables and surfaces which are touched regularly, eg door handles and computers.

Hand Sanitiser: We are providing plenty of hand sanitiser in school which the children have used prior to COVID-19 in all classrooms. Therefore, the children will not need to bring their own to school. If you do not want your child to use hand sanitiser please let us know.

COVID-19 Symptoms

If any member or **staff or child** has any of the COVID-19 symptoms such as a high temperature, sore throat, continuous cough, loss of taste or smell they must NOT attend school and must self-isolate for 10 days.

If any member of **staff's family or child's family** has any of the COVID-19 symptoms such as a high temperature, sore throat, continuous cough, loss of taste or smell they must NOT attend school and must self-isolate for 10 days.

If there is a suspected case of COVID-19 in school, the 'Safety Plan' flow chart will be followed and that child or member of staff will be sent home and asked to book a Covid19 test as a matter of urgency. Should the case be confirmed then the 'bubble' of staff and children must stay at home and follow the guidance on when to return. We will inform and instruct parents and staff if this happens.

Lateral Flow testing monitors asymptomatic staff and allows us to act quickly with anyone not showing symptoms. If there is a positive Lateral Flow test that member of staff will follow the result with a full PCR test and will follow isolation guidance.

Should a member of staff test positive on a Lateral Flow test, their bubble will close and isolate until a full PCR result has been obtained.

Ways you can help to support your child before returning on March 8th 2021

- Discuss how your child should social distance with their friends and discourage hugging and holding hands. There are many ways you can show your feelings without touching, maybe you can develop your own ways to show your appreciation of your friends. .
- Remind your child how to wash their hands thoroughly using soap and water. Here is a link to some hand washing videos and the public health E-Bug website.
- <https://e-bug.eu/>

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- <https://www.bbc.co.uk/newsround/51698180>
- <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>

I hope this letter is reassuring. These are unprecedented times and we all need to continue to adapt and follow government guidelines.

The School Risk Assessment and Safety Plan is available on our School Website.

May I also mention that many staff, children and parents will NOT have received the COVID-19 vaccine yet, so following the guidance set out and our school procedures and maintaining social distancing is absolutely vital in keeping everyone safe and avoiding bubble closures.

If you have any concerns or worries about the information in this letter, please email head@stmatthias.worcs.sch.uk

Many thanks for your support

Mrs V Beale