



ST. HELEN'S CHURCH OF ENGLAND SCHOOL
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HEADTEACHER: MRS C. S. LEWIS BSC (HONS) / PGCE / QTS



love ♥ learn 📖 serve ✝️

'LET US CONSIDER HOW WE MAY SPUR ONE ANOTHER ON TOWARD LOVE AND GOOD DEEDS.' HEBREWS 10:24

Thursday September 3rd 2020

Dear parents and carers,

Welcome to the new academic year. I hope this letter finds you well. As anticipated schools have been asked to reopen to all children from Monday 7th September. I understand that some of you may be feeling anxious about this, however, we aim to make sure that the return to school is a positive experience for everyone whilst taking measures to keep everyone as safe as possible. If you would like to discuss your child's return to school, please contact the admin team to make an appointment.

I wrote to you before the summer holidays with a provisional plan for reopening and below is an updated plan for your information. It is a long document I'm afraid, but it is very important that you are familiar with this information, so please do take the time to read it thoroughly.

The latest government guidance requires school leaders to make judgments at a school level about how best to minimise the risk of coronavirus with appropriate control measures using existing resources. The guidance states:

"School leaders will be best placed to understand the needs of their schools and communities and to make informed judgments about how to balance delivering a broad and balanced curriculum with the measures needed to manage risk." ([government guidance](#))

Please bear in mind that the reopening plan and risk assessment have been written for St. Helen's CoE School, and whereas you may hear, either locally or in the news, that things are being done differently in another school, the measures that we have put in place are specific to the context of St. Helen's and are appropriate for our school and community. If you have any queries about this, please contact the admin office.

I look forward to working in partnership with you this year.

Kind regards,

Mrs C. S. Lewis
Headteacher

St. Helen's Church of England School Reopening Plan

Supporting children's reintroduction to formal education post lockdown

The following system of controls are measures that we will be taking to minimise the risk of coronavirus as set out in the [government guidance](#).

System of controls - prevention

- **People who are ill with symptoms of COVID-19 are not allowed to come to school**
- Robust hand and respiratory hygiene routines must be maintained
- Enhanced cleaning arrangements are in place
- Where necessary, staff will wear PPE, e.g. if looking after a child who is showing symptoms
- *Minimise contact between people and maximise social distancing, where possible.
*To minimise contact and maximise social distancing we will, where possible:
 - ❖ Group children together - whole classes will form class bubbles and will only mix with other classes in same Key Stage to form larger Key Stage bubbles
 - ❖ Avoid contact between bubbles - Key Stage bubbles will not mix, e.g. Rec and KS1 will form a bubble of three classes; LKS2 will form a bubble of two classes and UKS2 will form a bubble of two classes
 - ❖ Arrange classrooms with forward facing desks, where possible
 - ❖ Remove unnecessary furniture and clutter from classrooms and the school building
 - ❖ Maintain distance between staff and children as much as possible
 - ❖ Stagger start and finish times. The amount of teaching time will stay the same.
 - ❖ Stagger lunchtimes
 - ❖ Avoid large gatherings, e.g. whole school collective worship
 - ❖ No visitors will be permitted without an appointment

System of controls - response

- Engage with the [NHS Test and Trace](#) process.
- Manage confirmed cases of coronavirus (COVID-19) amongst the school community.
- Contain any outbreak by following local health protection team advice.

Other information:

- We will be operating wrap around care - Breakfast and After School Clubs will resume with control systems in place
- There will be a clear system in place for dropping off and picking up
- Only essential agreed items may be brought into school
- Small rucksacks will be necessary
- School uniforms should be worn. School uniform requirements will be modified to allow for DPA without the need to change.
- Attendance is mandatory and will be monitored. If you are shielding or have concerns about your child returning to school, please contact the school and ask to speak to Mrs Lewis.

- School lunches will be provided. Lunchtimes will be staggered.
- No trips have been planned for the Autumn term
- The Trust have made the decision not to run extra curricular clubs in the Autumn term
- Schools are not permitted to use rotas, either daily or weekly for staff or children

Outline of arrangements for September

Following the [Government guidance for full opening of schools](#).

- **Children, staff and other adults must not come into the school if they have [coronavirus symptoms](#) or have tested positive in at least the last 10 days.**
- Please do not send your child to school if they are ill.
- Any child showing symptoms of COVID-19 will be sent home immediately.
- Parents must make arrangements for their child to be collected immediately if they show symptoms of COVID-19.
- Regular information and updates will be provided in the weekly newsletter and by email.
- Regular communications and updates will be provided by class teachers via Seesaw and Tapestry.
- Seesaw and Tapestry are to be used for positive communication only.
- Parents are asked to respect teachers' right to a life outside of school and avoid sending messages late in the evenings, at weekends and in the school holidays.
- Parents must not expect or demand an immediate response, or a response outside of school hours.
- If a parent has a question or concern, they must phone or email the school office with a message for the class teacher or Headteacher.

Effective and efficient hand cleaning systems.

- Children, staff (and any pre arranged visitors) wash their hands (or use hand sanitiser):
- On entry to school
- On re-entry to classroom,
- Before snacks or meals (on entry to dining hall)
- Before going home
- Admin staff to keep a check of stock level of soap and hand gel and reorder in plenty of time

Adherence to good respiratory hygiene.

- Ensure that the 'catch it, bin it, kill it' philosophy is rigorously taught and upheld
- Posters around school serve as reminders
- Tissues available at several points in every room
- Lidded bins provided in every classroom
- Lidded bins emptied at midday
- Admin staff to keep a check of stock level of tissues and reorder in plenty of time.

Effective communication regarding staff and parental expectations of engagement with NHS Test and Trace.

- Ensure the procedure for any incident is easily accessible for parents and staff
- [NHS Test and Trace: how it works](#)
- If you think your child, or someone you have been in contact with is showing symptoms of coronavirus, please check the: [Flowchart for parents: what to do if someone has symptoms of COVID-19](#)

Enhanced cleaning of setting by staff (in addition to cleaners).

- Staff will have access to cleaning equipment for regular cleaning of high touch areas
- Ticklists in each room will support the monitoring of regular cleaning of high touch areas
- Bins will be emptied and toilets and high touch areas will be cleaned at midday by caretaking staff
- High contact points have cleaning equipment safely accessible to wipedown after use, e.g. the photocopier

Reducing contacts and maximising distance between children and adults in school.

- Grouping of children into class and Key Stage bubbles and zoning of the school
- Timetabling to minimise contact
- Classroom arrangements, e.g. tables facing forward, reduced furniture
- Staff distancing from pupils (especially clinically vulnerable staff), where possible
- No visitors are allowed in school without an appointment

Grouping Children and Operation of the School.

Access to Breakfast Club and After School Club

- Times to be the same as before COVID-19
- Within the clubs children will be separated into Key Stage bubbles as much as possible with bubbles maintaining distance from one another wherever possible
- Children will go to their class bubble after the Breakfast Club session
- Children going to After School Club will wait in their classrooms until other children have left the building and then will be taken into ASC by staff.

Drop off and pick up procedures

The 'Big Sheep' entrance will not be in operation at this time. This gate will remain locked at all times.

Reception and Key Stage 1

Drop off time for Reception and Key Stage 1 is at 08:50 prompt and pick up time is 15:30 prompt

Drop off procedure -

- Parents and children will enter school premises via the village playground and through the netball court
- Children to wait in netball court at 08:50 with one parent/carer maintaining distance from others
- Staff will collect children from the netball court and take into school via side path and in through the KS1 outdoor area
- Parents/carers must leave straight away via the village playground
- Parents must not stop, gather and chat on school premises
- Reception children will access Reception class via the KS1 central area door
- Year 1 will access class 1 via the classroom's outside door
- Year 2 will access class 2 via the balcony and outside door
- On entry to school Reception children will wash their hands in the KS1 toilets; Year 1 children will wash their hands in the sink in the KS1 central area and Year 2 will wash their hands at the sink outside class 2

Pick up procedure -

- Parents to enter the netball court via the village playground and wait maintaining distance from others
- Parents are asked to wait in three groups - one group of Reception parents; one group of Year 1 parents and one group of Year 2 parents. This will help staff to release the children much more quickly.
- Staff will bring the children out to the netball court at 15:30
- One parent/carer to collect from netball court and leave the school premises via the village playground straight away. Please do not stop, gather and chat.

Important notes -

- Parents are asked not to arrive at drop off or pick up times too early or late.
- Parents are asked to maintain distance from others
- Parents are asked to leave the school premises swiftly and not to gather and chat
- Please do not expect your child to be released without handover to an agreed parent/carer
- Please do not expect your child to be released to an adult unknown to school staff
- This is a safeguarding requirement
- If you need a different person to pick up your child, please email or phone the school office
- Parents with children in different key stages must follow drop off and pick up procedures for each Key Stage, i.e go around again

Lower Key Stage 2 (Year 3 and 4)

Key Stage 2 children may leave unsupervised if school has permission from parents/carers.

Permission will not be rolled over from last academic year.

Drop off time is at 08:50 prompt and pick up time is 15:30 prompt

Drop off procedure -

- Parents and children will enter school premises via the path that runs parallel to the school drive
- Parents/carers and children will need to line up and wait patiently ensuring they are maintaining social distancing
- **LKS2 fast lane** - with parental permission, children in Year 3 and 4 may walk alone down the path past the queue of parents and children and through the car park gate (providing a member of staff is present) and wait in their allocated parking bay at 08:50
- **Children using the fast lane must not come to school before 08:50**
- All other children will be greeted by school staff and leave their accompanying parent/carer at the car park gate
- Children will be asked to wait in their allocated car park bay immediately outside of school (these will be coned off for safety)
- Children will cross the car park supervised by staff and enter through the hall doors
- Parents/carers to follow the one way system and leave through the netball court and village playground
- On entry to school children will leave their belongings in their classroom and then Year 3 children will wash their hands in the sinks outside class 3 (in art area), and Year 4 children will wash their hands in the KS2 toilets.

Pick up procedure -

- Parents will enter school premises via the path that runs parallel to the school drive
- Parents/carers will need to line up and wait patiently ensuring they are maintaining social distancing
- Staff will bring the children out to the car park at 15:30
- Children will be handed over to waiting parents one at a time following the order of the queue
- Parents/carers are respectfully asked to be patient and not request that their child jump the queue
- Children who have permission to leave unattended will be allowed to leave through the netball court and village playground
- Parents and children will leave school premises following the one way system through the netball court and village playground. Please do not stop, gather and chat.

Important notes -

- Parents are asked not to arrive at drop off or pick up times too early or late
- Parents are asked to maintain distance from others
- Parents are asked to leave the school premises swiftly and not to gather and chat
- Please do not expect your child to be released without handover to agreed parent/carer
- Parents with children in different key stages must still follow drop off and pick up procedures

- Children must not arrive before their designated time
- Children are not permitted to use the Big Sheep gate (this will be locked)

Upper Key Stage 2 (Year 5 and 6)

Key Stage 2 children may leave unsupervised if school has express permission from parents/carers.

Permission will not be rolled over from last academic year.

Drop off time is at 08:40 prompt and pick up time is 15:20 prompt

Drop off procedure -

- Parents to enter school premises via the school path (that runs parallel to the school drive)
- Parents/carers and children will line up and wait patiently ensuring they are maintaining social distancing
- **UKS2 fast lane** - with parental permission children in Year 5 and 6 may walk alone down the path past the queue of parents and children and enter school unattended through the main entrance doors at 08:40
- UKS2 children using the fast lane MUST NOT come to school before 08:40
- All other children will leave accompanying parents at the car park gate and enter school through the main entrance doors
- Parents/carers to follow the one way system and leave through the netball court and village playground straight away. Please do not stop, gather and chat.
- Year 5 and 6 children will take their belongings to their classrooms and wash their hands in the classrooms and the KS2 toilets.

Pick up procedure -

- Parents will enter school premises via the path that runs parallel to the school drive
- Parents/carers will need to line up and wait patiently ensuring they are maintaining social distancing
- Staff will bring the children out and supervise them to the car park gate at 15:20
- Children will be handed over to waiting parents one at a time following the order of the queue
- Parents/carers are respectfully asked to be patient and not request that their child jump the queue
- Children who have permission will be allowed to leave unattended and follow the one way system through the netball court and village playground
- Parents and children will leave school premises following the one way system through the netball court and village playground. Please do not stop, gather and chat.

Important notes -

- Parents are asked not to arrive at drop off or pick up times too early or late
- Parents are asked to maintain distance

- Parents are asked to leave the school premises swiftly and not to gather and chat
- Parents with children in different key stages must still follow drop off and pick up procedures
- Children must not arrive before their designated time
- Children are not permitted to use the Big Sheep gate (this will be locked)

School timetable for drop off

Entry	KS1	KS2
08.40		Year 5 and Year 6
08:50	Reception and Key Stage 1	Year 3 and 4

Lunchtime Provision

- Children will be supervised washing their hands before eating and when they come in from play
- Teachers please say the school lunchtime prayer with your class before they go to lunch
- Staff rota for lunchtime supervision in hall (lunch provided)
- Bubbles will have their own first aid bags
- Key Stage packs of play equipment to cut down on cross contamination
- Equipment chosen carefully to avoid sharing and cross contamination
- Play equipment will be cleaned after use

12:30-13:00	Rec/KS1 all eat in hall with MTAs	Top playground with MTAs	Netball court with MTAs
13:00-13:30	Netball court with MTAs	KS2 school lunches only in the hall with the hall MTAs and staff on rota Packed lunches in class with MTA	KS2 school lunches only in the hall with the hall MTAs and staff on rota Packed lunches in class with MTA

Organisation of bubbles

There will be three Key Stage bubbles:

- Reception and Key Stage 1 - 90+ children
- Lower Key Stage 1 - 60+ children
- Upper Key Stage 2 - 60+ children

The bubbles are split down further into classes. The classes will try to be as separate as possible during the day but will share staff, play and dining facilities.

Cover staff and staff moving between bubbles

Staff are permitted by government guidance to move between classes as required. Staff are advised to maintain distance from children where possible.

Prevention

- Ensure all adults are compliant by the not coming into school if they have symptoms of COVID-19 in line with the latest government guidance
- Ensure anyone developing symptoms is sent home, gets a test and follows advice
- Noone must come back into school without following the latest self isolation guidance
- Follow isolation procedures for children awaiting collection
- PPA room will be used as the isolation room
- PPE will be stored in the PPA room
- Staff will take PPA time in the staff room

Cleaning hands more than usual

- Handwashing and sanitising stations outside every room
- Frequent handwashing will timetabled into the day
- Handwashing posters will be at every sink
- Supervise children using hand sanitiser
- Ensure all children are aware and practice the policy - do not allow complacency

Ensure good respiratory hygiene

- Lidded bins and tissues to support 'Catch it, Bin it, Kill it' approach
- Ensure staff aware of procedures for children with additional needs
- Review risk assessments for children for children who struggle to maintain good respiratory hygiene and social distancing
- Ensure cleaning of high touch surfaces

Minimise Contact

- Children are encouraged not to touch staff, where possible
- Keep groups as small as possible
- Smaller groups - classes - for teaching
- Larger groups - key stages - for wrap around care, meal times, play times
- Older children encouraged to keep their distance from others
- Reminders given by adults to ensure children do not slip back into a more familiar 'play mode'
- A '**no touch policy**' where possible
- Adapt classrooms as far as possible to minimise face to face interaction
- Ensure classes are clutter free and there is no extra furniture so that space can be maximised
- Minimise time within 1m of anyone
- Equipment and resources
 - Individual equipment for normal use - NOT SHARED

- Class shared resources (learning resources, books, games) are cleaned regularly
- Wider shared resources are cleaned frequently between use by different classes

Use of PPE

- PPE will be used if a child shows symptoms of COVID-19
- If PPE was already used in the normal care for the child, e.g. intimate care
- If a staff member of parent feels this is necessary, this will be discussed and a risk assessment written

Managing confirmed cases

- Effective systems in place to allow positive action by the senior leader on duty
- Onsite senior leader contacts the local health protection team
- Suspected or confirmed cases of COVID-19 must be reported to the local Public Health England (PHE) **Health Protection team on 0300 303 8162** (press Option 1, Option 1)
- Liaise with the local health protection team around matters (local infections)
- Act on information from the local health protection team
- Have contact information available to reduce response time
- Ensure parents are given effective information regarding their required actions, e.g. swift pick up
- [NHS Test and Trace: how it works](#)
- If you are unsure about what to do if you think your child, or someone you have been in contact with is showing symptoms of coronavirus, please check the: [Flowchart for parents: what to do if someone has symptoms of COVID-19](#)
- Parents must inform school immediately of the results of a test and follow this guidance:
 1. 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.
 2. If someone tests positive, they should follow the [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#) and must continue to self-isolate for at least 10 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 10-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.

Transport

- Awaiting information from the School Transport Service

Staffing

- Staff informed of responsibilities and requirements to be available for work in September.
- Risk assessments for clinically vulnerable staff have been reviewed.

Plan for the Curriculum

In order to put children's well-being at the heart of our curriculum planning, we have drawn from the principles of the [RecoveryCurriculum](#) a think piece by Barry Carpenter, CBE, Professor of Mental Health in Education and Matthew Carpenter, Principal of Baxter College.

We recognise that all children will have had different experiences during this time, however the common thread running through everyone's experience is loss. Loss of:

- Routine
- Structure
- Friendship
- Opportunity
- Freedom

We cannot assume that all children will have been negatively affected by their experiences at this time. Everyone has a different level of resilience. However, we must recognise that these losses can trigger anxiety. An anxious child will not be in a place to learn effectively, so with this in mind, we will use the principles of the Recovery Curriculum to guide our approach to the curriculum in September in order to help children come back into school life, while acknowledging their experiences and helping them to feel safe, happy and engaged in their learning. The Recovery Curriculum is built on the 'Five Levers', as a systematic, relationships-based approach to reigniting the flame of learning in each child. The five levers are:

- **Lever 1: Relationships** – we can't expect our students to return joyfully - they may, but we cannot expect it. Many of the relationships that were thriving may need to be restored. We need to plan for this to happen, not assume that it will.
- **Lever 2: Community** – we must recognise that curriculum has been based in the community for a long period of time. We need to listen to what has happened in this time and engage children in the transitioning of learning back into school.
- **Lever 3: Transparent Curriculum** – all of our students will feel like they have lost time in learning and we must show them how we are addressing these gaps to heal this sense of loss.
- **Lever 4: Metacognition** – in different environments, students will have been learning in different ways. It is vital that we make the skills for learning in a school environment explicit to our students to reskill and rebuild their confidence as learners.

- **Lever 5: Space** – to be, to rediscover self, and to find their place again. We will work at pace to make sure this group of learners are not disadvantaged, providing opportunity and exploration alongside our expectations.

For the Autumn term at least, we have adapted our 'Courageous Curriculum' to a 'Kindness Curriculum'. This is not to say that our Courageous Curriculum is not kind, or that our Kindness Curriculum is lacking in courage. This adaptation is purely intended to highlight that our focus will be on creativity, compassion and care when we welcome all children back to school in September.

Our curriculum intent is:

- To prioritise the **physical, mental and emotional well-being** of children, recognising that good health and well-being is fundamental to ensuring that children can engage effectively in their learning.
- To maximise opportunities for communication and dialogue with children and families and continue to build **relationships** and resilience.
- To factor opportunities to be **physically active**, to enjoy and learn about their natural environment, and to relax into learning.
- To ensure access to **high quality learning activities** in line with the curriculum to reflect local circumstances.
- To focus on learning in English, Maths, PE, PSHE, RE and Science with increasing learning experiences across a **wider range of curriculum areas** using cross curricular themes as the context and content for core learning.
- To focus on promoting and developing skills that will **increase children's abilities to learn remotely** and identifying opportunities to develop future skills that will help equip them for the uncertainties of the future.
- To support children through a variety of approaches to demonstrate their learning, skills, knowledge and understanding across the curriculum, e.g. through discussions, writing, reflection, observation and practical activities. Evidence should be collected in a sensitive way that does not include potentially stressful approaches to **assessment**. Formal tests may not be the most appropriate approach to assessment during the early recovery phase.
- To recognise that children and young people from **disadvantaged** backgrounds may have faced multiple barriers to learning over the period of the school closures. Applying the principle of equity, consider how to provide additional and appropriate support where it is most needed in order to maximise engagement with learning.
- To regularly **review** and adapt this curriculum rationale during the recovery phase to ensure the curriculum continues to meet children's needs.

Our curriculum implementation will be focused on:

Supporting children's mental health and well-being through

- Daily PSHE/circle time/mindfulness
- Daily DPA in addition to weekly PE and Outdoor Learning

- Purposeful breaks between focused academic teaching sessions
- Continuing to develop children's ICT confidence and skills so they are better able to cope in the event of a further lockdown

Supporting children's academic progress through

- Considerately assessing children's current knowledge in core subjects
- Meeting children where they are, including taking a step back if necessary
- Consolidating existing knowledge before moving on to new learning
- Supporting children in lessons rather than intervention outside of lessons
- Shorter more focused teaching sessions with regular breaks
- Pre teaching where necessary

The curriculum impact will be:

- Children will identify as excellent learners and have confidence in their ability to make good progress
- Children will not feel part of the negative media narrative of the 'lost generation'
- Children will not be treated as if they have 'gaps' to fill
- Children will receive high quality teaching and as a result will carry out high quality learning
- Children will receive broad and balanced learning opportunities
- Teachers and support staff will be supported through high quality resources to provide the best possible care and teaching for children
- Children will make at least good progress from their starting points

Statutory assessments in 2021 - to be confirmed

- EYFS profile
- The phonics screening check
- Year 2 tests and teacher assessment
- Year 4 multiplication check
- Year 6 tests and teacher assessment

Plan for distance learning - to be confirmed

- Should the whole class be closed the teacher can revert back to Seesaw provision to include non core learning activities.
- 'Seesaw School' will resume in the event of a further lockdown
- Core subjects will be delivered in line with our existing provision:
 - Writing
 - Reading comprehension
 - Phonics
 - Spelling
 - Maths
 - We may also use [BBC Live Lessons](#) to support the delivery of a broad and balanced curriculum

- We will use online 'Google Meets' regularly for PSHE and well-being sessions

Transition plans for the new reception cohort

- Home visits will not take place this year

Week 1 - transition visits to school and home visits

Date	Child Activity	Parent/Carer Activity
MONDAY 7th September	Getting to know you Children will explore their new classroom and meet their teacher Mrs Harding and Teaching Assistants Mrs Hopkins and Miss Furseman.	Curriculum session in the hall Our Curriculum, English and Maths leads present a brief overview of learning at St. Helen's.
09:30-10:30	Group A children	Group A parents
11:00-12:00	Group B children	Group B parents
TUESDAY 8th September		
WEDNESDAY 9th September	Daily Physical Activity and/or Outdoor Learning (TBC) Children will carry out a super fun DPA session and/or explore 'The Wilderness'.	Coffee and questions in the hall A chance for parents to meet Mrs Harding, Mrs Dickinson (SENDCo) and possibly some members of the Local School Committee in an informal atmosphere to chat and/or ask questions.
09:30-10:30	Group A children	Group A parents
11:00-12:00	Group B children	Group B parents
THURSDAY 10th September		
FRIDAY 11th September	Word games, number hunt and story time Children will have a taste of Early English and Maths.	Meet the Admin team in the hall Parents are invited to an information session with the opportunity to ask those all important last minute questions.
09:30-10:30	Group A children	Group A parents
11:00-12:00	Group B children	Group B parents

Week 2 - transition into school

Date	AM 09:00-12:15	LUNCH	PM 13:30-15:15
14th September	A		B
15th September	B		A
16th September	A	A	
17th September	B	B	
18th September	A & B	A & B	

Monday 21st September - all Reception children to start full days.

There is a useful sheet of FAQs below. Any further questions about the information contained within this document should be directed to the Headteacher via email marked **FTAO Mrs Lewis** to the admin email address: sthelens.sch@alumnismat.org

FAQs

Does my child have to attend school in September?

Yes. From Monday 7th September all children must return to school unless an alternative has been agreed with the Headteacher. If you have concerns about your child returning to school in September, you must contact the Headteacher as soon as possible. Attendance monitoring will resume in September.

How will my child be kept safe?

We will be putting key measures in place to keep our community safe and ask for your compliance with these measures. We will make every effort to make the school site 'COVID secure' however it is important to remember there will always be an element of risk.

Can I bring my child to school?

Please see the detailed information above about drop off and pick up times and procedures. Only one parent/carer may drop off or pick up.

What will my child wear?

School uniforms will be required from September. We have simplified the school uniform at this time. Please see the letter sent separately about school uniforms. Please label all belongings with your child's name.

What should my child bring to school?

Please make sure your child has a small rucksack to carry a water bottle, lunch/fruit box, reading book and a waterproof coat. No other items are permitted. Rucksacks are necessary as they will be stored on the back of children's chairs. All items must fit into the rucksack. Please label all belongings with your child's name.

Will my child need a PE kit and when is their PE day?

Children will have a DPA (Daily Physical Activity) session every day and a formal PE lesson every week. Children are required to wear a full and correct PE kit to school on the day of their formal lesson and will remain in their kit for the day. This is to cut down on the number of items brought into school. Your child's teacher will let you know which day your child will have PE in their welcome letter on 4th September.

Will my child need a book bag?

No. We will not be using book bags at this time. All belonging must fit into the rucksack.

My child has medication. How do I arrange for this to be taken during school time?

Please phone or email the school admin team who will provide clear instructions (details below)

How will the school manage social distancing?

Children will be grouped into class bubbles for teaching and key stage bubbles for other times, such as lunch times. These bubbles will not mix wherever possible.

Guidance recognises that children will find it difficult to maintain distance within their bubbles. They will be reminded and encouraged to do so but will not be 'told off'. Staff will try to maintain distance from children as much as possible.

Can my child have a school lunch?

Yes. The school lunch service has been in operation throughout the lockdown and will continue in September. Free school meals (or vouchers) will be provided to those who are eligible and universal free school meals will be available for children in Reception and Key Stage 1. School meals may also be purchased. All meals, whether free or purchased, must be booked in advance on the 'Schoolmoney' system. Alternatively, your child may bring a packed lunch following the school's Healthy Eating and Packed Lunch policies. Please also send your child with a piece of fresh fruit for the mid morning break and a bottle of fresh water.

What do I do if I am contacted by [NHS Test and Trace](#)?

Follow all instructions from the NHS Test and Trace advisor. Inform the school immediately.

Can I call into the school office to drop something off or meet my child's teacher?

No. We are sorry but the site is closed except to essential contractors and visitors with pre arranged appointments.

**If you wish to make an appointment, please phone: 01237 475276
or email: sthelens.sch@alumnismat.org**