



St Barnabas C of E Primary School
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Headteacher: Miss K Boardman (BSc Hons)

"Barnabas, the Encourager"

24th August 2020

Dear Parents and Carers

Full Return to School in September

We are really looking forward to seeing all the children back in school from Wednesday 9th September.

Over the summer we have been keeping up to date with the latest government guidance and putting measures in place to ensure that children, staff and visitors are as safe as possible in school.

Information about some of the main changes, including drop of and collection times, was sent out before the summer break. More detail about these and other arrangements can be found in this letter.

All children are expected back in school at the beginning of term. If your child is unable to return due to illness, self-isolation or quarantine, please let us know as soon as you can. If you have questions about the measures we are putting in place or you have concerns about your child returning, please email stbarnabas@york.gov.uk and I will respond to you over the next few weeks.

School Risk Assessment and Guidance for Schools

We are finalising our full risk assessment and this will be available on our website in the next few days. I will let you know when it is available. The measures that we are putting in place are based on the [DfE full guidance for schools](#).

The DfE have produced some shorter guidance documents for parents
[Guidance for parents and carers of children attending out-of-school settings during the coronavirus \(COVID-19\) outbreak](#)

[Guidance for parents and carers of children attending out-of-school settings during the coronavirus \(COVID-19\) outbreak](#)

City of York have also published a [newsletter for parents](#) in preparation for the full return to school

You may also be interested in the support for parents from Let's be York
<https://www.york.gov.uk/LBYSupportForParents>

Key Safety Measures in School

The key measures that we are putting in place are:

- Regular handwashing with soap for at least 20 seconds, including on arrival at school
- Encouraging children to 'catch it, bin it, kill it', asking them to use a tissue if they cough or sneeze and dispose of it afterwards
- Increased cleaning
- Reduced sharing of classroom objects where possible
- Staggered drop off and collection times to support social distancing
- Children being kept in consistent class groups (bubbles) for the majority of the time in school
- Children and staff not attending school and getting a test if they have symptoms of Covid-19
- Children and staff self-isolating for 14 days when advised by Public Health Test and Trace

Changes to the Times of the School Day

Drop off and collection will be staggered to reduce the numbers of people on and around the school site at any one time.

Start of day drop off

- Pupils with surnames A-L and with siblings in Playgroup 8:40am (Group A)
- Pupils with surnames M-Z 8:55am (Group B)

Children should line up on their class line marking as soon as they enter the playground and stay in this place until the teacher / TA takes them inside. When in the line they should generally try to keep an arm's length distance between each other and follow our rule of 'no touching / hugging'.

Families in Group B should try not to arrive before 8:50am (5 minutes before their drop off / collection time)

If children have different surnames or if one adult brings children from several families to school, please use the surname of the eldest child for the whole group.

Late arrivals before 9:05am

- Please do your very best to ensure that your child is ready to go into school at their allocated start time.
- If your child is in Group A and arrives after the class has been taken in, they should wait on the playground to go in with Group B. Your child will be marked as 'late' in the register.
- If your child is in Group B and arrives after the class has been taken in and before the playground gates are closed at 9:05am, parents should take children to their external classroom door. Children should then wait in the classroom doorway until the teacher calls them in. They will be marked as 'late' in the register. As the Year 2 external gate / door won't be open in the morning, Year 2 children should be taken to the main entrance instead.

Late arrivals after 9:05am

- Children should be taken to the main entrance.
- Late arrivals through the main entrance will need to be carefully managed in order to avoid children from different bubbles mixing and to avoid gatherings of groups.
- Parents should wait outside with children in a socially distanced line.
- Children / family groups will be called in one at a time, signed in by school staff (Mrs Galley) at the entrance and sent to their classrooms.
- Parents will not be able to enter the building. If a message needs to be passed on, please do this by phoning or emailing school.

Children arriving after 9:15am will be marked as 'late after registers close' and will receive an unauthorised absence code for the morning session.

End of day collection

- Pupils with surnames A-L & with siblings in Playgroup 2:55pm
- Pupils with surnames M-Z 3:10pm

Please collect your child from outside their classroom gate or external door, starting with your youngest child.

A one way system is in place on the playground. Entry is via the usual gate (near the Leeman Road Playgroup). Exit is via the gate towards the top of the car park, at the end of the building.

Travel to School

The School Crossing Patrol will be on duty at the crossing on Salisbury Terrace during the revised times of 8:30am - 9am and 2:55pm - 3:25pm

To avoid congestion on Jubilee Terrace, we ask families to walk, scoot or cycle to school where possible. If it is necessary to travel by car, please park on other roads in the area and respect the residents by not blocking driveways.

To ensure the safety of everyone parents and carers are asked to follow the following measures on the school site and on the driveway:

- Parents should not enter the building at any time without an invitation from a member of school staff. Please ask if there is something that you need and we will do our best to help you.
- Please follow social distancing rules of staying 2m apart from other adults and children.
- Please do not gather to chat in groups on or around the school site.
- Please leave the school site as soon as possible after drop off and collection.
- Please support your children not to mix with children from other classes on the playground before and after school.

Keeping Children in Consistent Groups

Children will spend the vast majority of their indoor time with their class group. Reception and Year 1 will operate as one group as they work together some of the time.

Children will have outdoor break times with other children in their Key Stage (3 classes) and will be able to play with children from other classes then.

At lunchtime, each Key Stage will have their own sitting in the hall. Although children from several classes will be in the hall, they will sit in their class groups with distance between the groups. Tables and other surfaces will be thoroughly cleaned before the next sitting. The full lunch menu will be available to all children.

Reception and Key Stage 1 lunchtime will be 11:30am-12:30pm.

Key Stage 2 lunchtime will be 12:20-1:20pm

Where staff move between classes, they will generally work in only one Key Stage.

Social distancing

Children in primary school are not required to socially distance from each other. However, we will be encouraging children to keep some distance and not touch or hug each other or the staff.

Staff will try to keep 2m distance when teaching to the whole class or groups and will minimise the amount of time spent within 1m. When working with individual children, staff will work side by side with the child and will avoid close face to face contact.

Staff will maintain 2m distance between themselves.

Wearing Masks

It is not recommended that children and staff in primary schools wear masks in school.

Children will be asked to remove them on arrival at school, masks will be placed in a bag and where possible, parents should take them home.

Staff may wear PPE (masks, gloves, aprons) when administering first aid or when they have to have close face to face contact.

Staff will wear PPE when dealing with anyone who has Covid-19 symptoms

Children who are unwell

If your child or any member of your household displays Covid-19 symptoms, your child should not come to school and the person with symptoms should get a test.

If a child shows symptoms of Covid-19 during the school day, they will need to go home as soon as possible. It is essential that we have up to date emergency contact details so please look out for, check and return the personal information sheets that will be sent home for you to check in the first week.

While children are waiting to be collected they will wait in a room away from other people.

As Covid-19 symptoms are similar to some cold / flu symptoms, we may inadvertently send children home who do not have Covid-19 and who might usually keep in school. We will do our best not to send children home unnecessarily but please understand that we cannot risk keeping a child with possible Covid-19 in school. We have a temperature gun to check a child's temperature but we have been told that this on its own is not a reliable way to check for Covid-19.

If your child has Covid-19 symptoms, please arrange for them to have a test as soon as possible and inform the school of the results. If the test is negative, they will be able to return to school as soon as they are well enough.

Engagement with NHS test and trace

If a child / member of staff in school has a positive Covid-19 test, we will follow the advice from our local Public Health England Protection Team.

We may need to provide information about the people that the child / staff member have been in close contact with but we will not pass on any personal information without your consent.

Will the Curriculum be different?

Children will learn in the usual ways for their age group, using the appropriate resources to help them. For example, Reception, Year 1 (and Year 2 for part of the time) will still use areas of provision both indoors and outdoors to support their learning. Resources and surfaces in classrooms will be cleaned regularly.

Children will learn the full curriculum but we will be putting more emphasis on the key skills of speaking/listening, reading, writing and maths through other subjects too. We will also increase the amount of physical activity and learning about personal/social development and mental health.

Teachers will use a range of activities to work out which aspects of last year's work the children have missed/ forgotten and will consider the best ways to support children to 'catch up'. They will discuss this with parents later in the term.

Whole school assemblies/ collective worship will not be able to take place in the hall as usual. These will be done remotely and children will access them from their classrooms. We may introduce face to face Key Stage assemblies in the hall if it is deemed safe enough at a later date.

As we will not be able to come together as a school community, we will be creating some whole school displays in the first few weeks related to our new aims and values.

Bringing items between home - school

- Children should bring as little as possible to school.
- Older children should only bring mobile phones if it is essential for their safety going to/from school. They will need to be handed to the class teacher on arrival at school and will be stored in the classroom during the day rather than in the office as usual. This is a less secure place so please be aware that school cannot take any responsibility for phones that are damaged or lost.
- We will be asking children to come to school in their outdoor PE kit on PE days (this information to follow).
- Reading books will still be sent home but teachers will give more specific information about the specific days they should be returned.
- Homework will be set remotely as much as possible.

Home - School Communication

As it will be more difficult for parents / teachers to chat face to face, please continue to message teachers via clasdojo. They will respond to you either via dojo or phonecall.

If the message needs to be seen during the school day, please email the school office who will pass it on.

In the first few weeks, teachers will endeavour to have a phonecall with all parents to introduce themselves and answer any questions that you may have.

As we will not be able to hold the usual 'Stay and Learn' and 'Exit Tasks' for parents, we will be looking at other ways for you to see your child's learning.

Review

We will keep all these measures under constant review and may need to make changes at any time. We will keep you informed.

I hope these measures reassure you that we are putting all the necessary measures in place to keep your child as safe as we can. Please do not hesitate to get in touch if you have any questions or concerns.

I look forward to seeing you and your families in a few weeks.

Best wishes

A handwritten signature in black ink that reads "K Boardman". The signature is written in a cursive style with a large initial 'K'.

Miss K Boardman
Headteacher