

St John with St Michael CE Primary School



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Dear parent/guardian,

Following the government announcement on Monday 22nd February, we are delighted to be welcoming all our children back into school on Monday 8th March. This is a day that we have looked forward to throughout this lockdown, and it will be wonderful to get our school community back together again. I would like to express my heartfelt thanks to all staff, parents and pupils for your excellent support throughout this difficult time and I know that your support will continue as we move forward into this next chapter.

Please read this letter carefully as it outlines the arrangements for our full re-opening to all pupils.

Attendance

The usual rules and duties around school attendance are in place from 8th March (including mandatory attendance). This means that your child will have to attend every day in line with the school attendance policy and procedural framework.

Arrival and departure arrangements

We will continue to stagger arrival and departure times to keep the groups as separate as possible. **It is important that you stick to the times below to ensure that mixing between groups is kept to a minimum.** Some of the current arrival and departure times will be changed slightly. The new times and arrangements are as follows:

Arrival at school

CLASS	TIME	WHERE TO LINE UP
EYFS	8:50am	Walk across the school car park and go through the EYFS door.
CLASS 2	8:45am	Follow the one-way system and go through the Class 2 door.
CLASS 3	8:50am	Follow the one-way system and line up through the gates in front of the classroom window (No parents beyond the gate please).
CLASS 4	8:55am	Line up at the pedestrian gate following the one-way system.

Departure from school

CLASS	TIME	WHERE TO COLLECT CHILDREN FROM
EYFS	3:10pm	EYFS door
CLASS 2	3:15pm	Class 2 door
CLASS 3	3:20pm	Key Stage 2 gate
CLASS 4	3:25pm	Key Stage 2 gate

Children with siblings

In the morning, older siblings will be allowed into school at the same time as younger siblings, which is the case currently.

In the afternoon, we want all children in school until their published departure time. This will mean that some parents/carers will have to wait in designated areas for the older child after collecting a younger sibling. To speed up this process, I have narrowed the collected times to a 15 minute window rather than the current 30 minute window. Also, I will ask class teachers to ensure that the children in older age groups with younger siblings are lined up at the front of the class line so they will be able to be dismissed first. Also, I don't want parents/carers to have to join the back of another line, so I would ask that the following procedures are observed:

Parents collecting children from EYFS then Class 2	Collect the EYFS child at 3:10pm then wait near the storage sheds near the Class 2 door.
Parents collecting children from EYFS/Class 2 then Class 3/Class 4	Collect the younger child(ren) first, then wait on the car park close to where the cars are parked as you walk out on the left. I will then call the older sibling over to meet you as I see them.
Parents collecting children from Class 3 then Class 4	Collect the Class 3 child first, then wait in the small area set back from the one-way system next to the school office main entrance.

These procedures will be reviewed weekly and subsequent changes will be made if needed. I thank parents/carers in advance for their patience while we ensure that all children are dismissed safely. **I would also like to remind parents to ensure that they observe social distancing and avoid gathering at the school gates in the morning and afternoon.**

PE lessons

During lockdown, we have allowed children to come to school on PE days dressed in their own clothes ready for doing PE outside. This will continue from 8th March **but we now ask that children wear their school jumper** on PE days on top of their PE clothes.

Procedures in place to minimise risk

In school, risk assessments and protective measures will remain in place and I include a brief summary of these below, including reminders on the steps to take, should you or your child develop Covid-19 symptoms. Measures include, but are not restricted to:

- Continuation of class bubbles and preventing contact across bubbles
- Promotion of social distancing as appropriate
- Regular hand washing (and at least: upon arrival; after playtimes and breaks; when children move to a different area; before and after eating; after using the bathroom)
- Ongoing promotion of good respiratory hygiene and 'catch it, bin it, kill it'
- Frequent cleaning of rooms and shared areas
- Regular cleaning of frequently touched surfaces
- Designated toilets
- Lunch sittings and allocated seating areas for class bubbles
- Minimising contacts and mixing between people
- Well ventilated classrooms and shared areas
- The use of play equipment (specifically in the EYFS) by consistent groups with thorough cleaning between groups
- The use of adult face coverings when social distancing is compromised and in all central areas of school
- Staggered arrivals and collections (times listed previously in this letter) with families adhering to allocated times to avoid congestion near school
- The request to parents to avoid gathering at the school entrance unnecessarily

- Twice weekly lateral flow testing for ALL staff members (established since January) to prevent transmission between those who may be asymptomatic

Systems of Control

With the return to school, we may see a surge in cases and it is crucial that the school and all stakeholders engage fully with the NHS track and trace process. I thought it would be helpful to summarise the necessary control measures, especially as some aspects have changed since the last letter on this subject.

Staff members, parents and carers will need to:

- **book a test immediately** if they or their child has symptoms - the main symptoms are:
 - a high temperature
 - a new continuous cough
 - a loss or change to your sense of smell or taste
 - symptoms may also include a headache and, or, excessive fatigue
- **self-isolate immediately** and not come to the setting if:
 - they develop symptoms
 - they have been in close contact with someone who tests positive for coronavirus (COVID-19)
 - anyone in their household, support or childcare bubble develops symptoms of coronavirus (COVID-19)
 - they are required to do so having recently travelled from certain other countries
 - they have been advised to isolate by NHS test and trace or the PHE local health protection team
- provide details of anyone they have been in close contact with, if they test positive for coronavirus (COVID-19), or if asked by NHS Test and Trace

Anyone who displays symptoms of coronavirus should book a **PCR test** at a local centre, as quickly as possible. Please inform school immediately of the results of a test. If this is outside normal school hours, please notify Mr Toddington by email at head@sjsm.lancs.sch.uk so that any necessary action can be taken promptly.

If your child is identified as a close contact of a person who has tested positive, they will be asked to self-isolate immediately and then for the next ten days counting from the day after contact with the individual. Remote education will continue for those children or classes asked to isolate, and school will keep in close contact with you, and offer pastoral support as needed. Household members do not need to isolate unless their child subsequently develops symptoms, or if they are told to do so by NHS Test and Trace. If a child who is isolating subsequently develops symptoms themselves within the ten day isolation period they should get a test **immediately** and inform school of the result. If the test is negative, they must continue to self-isolate for the remainder of the ten day period. This is because they could still develop coronavirus within the remaining days. If the test is positive, please inform school, or Mr Toddington (as above) immediately and isolate for a further ten days. The household must also self-isolate from when the symptomatic person in their household first developed symptoms, and for the next ten full days.

Any child, who tests positive for coronavirus, can return to their normal routine after they have finished their isolation period and their symptoms have gone (please note a residual cough or anosmia – loss of taste or smell - may remain as these symptoms can last for several weeks). If they still have a temperature after ten days, the child must stay at home and we recommend that you seek further medical advice.

Hopefully, with our risk assessments and protective measures firmly in place we can limit transmission and enjoy the children being back in school, on a full time basis, for as long as possible. However, we are grateful for your continued prompt communication during these challenging times.

We are now counting down the days to 8th March! We can't wait to see everyone reunited and back where they belong. If you have any questions about the full school reopening, please don't hesitate to contact me.

Yours faithfully,
D. Toddington
Acting Headteacher
head@sjsm.lancs.sch.uk