



# St. Francesca Cabrini Primary School

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1<sup>st</sup> March 2021

Dear Parents,

I hope you are all safe and well. As you will be aware, the government guidance dictates that all children should return to school on March 8<sup>th</sup>.

Whilst we very much welcome this news and are delighted to welcome everybody back, it is imperative that we adhere to all measures in place at school, to keep all members of the community safe.

Each class will be classified as a 'group' with their allocated teacher and teaching assistant. We will endeavour to ensure that groups will not mix with each other and will spend their school day as a separate unit. There will be times when children may pass each other in corridors but they will not be playing or mixing together at any other times. There will be no whole school assemblies or gatherings at the current time.

## **Measures in place:**

- We will continue to implement robust systems to enforce frequent handwashing for all pupils and staff.
- Windows in classrooms and corridors will be open to allow increased ventilation.
- Robust cleaning systems will continue and be frequently monitored.
- Pupils from Year 2 upwards will be seated in rows (to minimise the risk of face to face transmission)
- Due to the nature of the environment in the Early Years and in Year 1, the children will not be sitting in rows in these year groups and there will be a degree of sharing resources.
- Individual stationery/resources will be provided to limit the sharing of equipment in Years 2-6.
- Break times will be staggered with zoned areas for play with assigned equipment.
- School lunches will be delivered to, and eaten in, classrooms.

## **Drop off & Collection times:**

Please note that drop off and collection point remain as the Autumn term.

Class	Start time	Entrance/Drop off point	Finish time	Exit/Collection point
Nursery Class Mr Murphy	8.45 or 12.15	Nursery Door Bottom Gate Entrance	11.45 or 3.15	Nursery Door Bottom Gate Entrance
Red Class Reception Miss Rice	8.45	Side Gate Bottom Gate Entrance	3.15	Back doors of Classroom Via Btm Playground Bottom Gate Entrance
Orange Class Year 1 Miss Thompson	8.45	Red Door Middle Gate Entrance	3.15	Statue in front of Convent Middle Gate Entrance
Yellow Class Year 2 Mrs Rutherford	8.45	Red Doors Middle Gate Entrance	3.15	Statue in front of Kitchen Middle Gate Entrance
Green Class Year 3 Mrs Gordon	9.00	Red Doors Middle Gate Entrance	3.30	Statue in front of Convent Middle Gate Entrance
Blue Class Year 4 Mrs Roberts	8.45	Side Door (Nr. Office) Top Gate Entrance	3.15	In front of main building Top Gate Entrance
Crimson Class Year 4 Mr Pinat	8.45	Side Door (Nr. Office) Top Gate Entrance	3.15	In front of main building Top Gate Entrance
Purple Class Year 5 Miss Beckles	8.45	Side Door (Nr. Office) Top Gate Entrance	3.15	In front of main building Top Gate Entrance
Violet Class Year 5 Mrs Ellis	8.45	Side Door (Nr. Office) Top Gate Entrance	3.15	In front of main building Top Gate Entrance
Pink Class Year 6 Mrs O'Leary	9.00	Side Gate Bottom Gate Entrance	3.30	Statue in front of Nursery Bottom Gate Entrance
Lime Class Year 6 Mrs Smith & Mrs Hazelton	9.00	Side Gate Bottom Gate Entrance	3.30	Statue in front of Kitchen Bottom Gate Entrance

**If you have more than 1 child attending school they must start together  
and finish at the latest stated times 9am and 3.30pm**

- Do not enter the school site if you or your child displays any symptoms of Coronavirus.
- All adults must wear a mask whilst on the school site.
- Children should attend school in full school uniform.
- Parents or visitors are not permitted to enter the school building. If you need to contact us please call or email the school office.
- We will ask that only one parent drops off and collects their child from school.
- All children should be brought to school and collected by an adult.
- Wherever possible the use of public transport should be avoided.
- Upon arrival at school, social distancing (of 2 metres) should be adhered to by all members of the school community.
- Do not arrive earlier than your child's allocated start time.
- Do not congregate with other parents at the school entry/exit points. "Stand on a Star" (spray-painted on the grounds of the collection points) whilst you wait for your children to be dismissed.

### **Breakfast Club/After School Club**

As our risk assessment is based on maintaining separate grouping in class 'units' throughout the school day and it is not possible to maintain this during 'club' groupings there will be **no** breakfast or after school club provision at the current time. Whilst we fully recognise that this will be an inconvenience for many families, our decisions are based on keeping all members of our community as safe as possible. This will be reviewed in the Summer term.

### **Suspected Case of Covid-19**

As a school, we also have clear procedures in place in case anyone in our community develops symptoms. We will follow government guidance for schools and seek advice at the earliest opportunity. If a child or an adult presents with Covid-19 symptoms, they will be sent home to self-isolate. These symptoms include a new, continuous cough, a high temperature or loss or change in taste or smell.

**When you collect your child you must book a test immediately.** If that test returns a positive result, that child's entire group will be sent home to self-isolate for 10 days.

During the 10 days of isolation, if your child or anyone in your household develops symptoms, **you must** a) immediately book a test, b) inform the school. The school will work closely with NHS Track and Trace system if we are alerted that someone has tested positive. We would also ask parents to keep the school informed about any contact with NHS Track and Trace.

Please note – all school staff undergo testing twice weekly.

We are very much looking forward to welcoming the whole school community back next week.

Thank you very much for your continued support.

God Bless and stay safe.

Yours Sincerely,

M. Lawton-Quin



Headteacher