



St Andrew's C of E Primary School

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'Growing and learning together with God'



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14th July 2020

Dear Parents/Carers

Pupils returning to school September 2020 – Nursery and Reception

Thank you to all parents and carers who completed the online questionnaires that were sent out last week about pupils returning to school in the Autumn term.

This letter is to outline the key information that you will need before bringing your child to school on **Wednesday 9th September 2020** for Reception children, and **Monday 14th September** for Nursery children. There may be further updates sent during the school holiday period if any of the government guidelines change.

- Children should wear their full school uniform in September.
- ALL clothing must be named.
- The main car park gates will be opened from 8:30am each day to allow for social distancing between families.
- Only the parents of Nursery, Reception and Year 1 children will be allowed through the main car park gate.
- Only 1 parent should accompany each child, and where possible, please do try to avoid bringing other children with you or bringing pushchairs and prams as space is limited and there will be children in Years 1 to 6 entering school at this time.
- No bikes or scooters will be allowed onto the school grounds for the time being.
- Staff will be on site to direct children into the correct entrance for their classroom.
- Parents will be directed to follow a one-way system outside the front of the EYFS building.
- Reception and Nursery staff will welcome your child in by themselves.
- Parents will not be allowed into the building at all, and where possible, you should try to encourage your child to carry his/her belongings so that you can maintain a distance of 2m from staff.
- Staff will not be able to speak to parents at this time, so parents will need to make use of Class Dojo for any messages to the teachers.
- Children will be expected to attend school every day. Registers will close at 9am and children should be in school by this time.
- Break and lunchtimes will be staggered so that children will not mix outside of their phases.
- Phases are as follows: EYFS (Nursery and Reception), KS1 (Years 1 and 2), Lower KS2 (Years 3 and 4) and Upper KS2 (Years 5 and 6).
- Children in EYFS can either bring a packed lunch or can order a hot or cold meal from The Pantry. (Please note that Nursery meals have to be paid for)
- All children will need to bring at least 1 water bottle that is clearly named.
- Each child will have their own designated space in their classroom where they will keep all their resources. Each class teacher will explain this to their class on the first day.
- You may send a healthy snack in with your child which they will keep with them in their lunchbox or school bag.
- If you have signed up for the milk scheme for under 5s then your child will be provided with a carton of milk at snack time.
- All children will have a morning playtime and full time Nursery and Reception children will have a lunch break.

- All members of staff are suitably qualified as emergency first aiders and will look after any children who need special attention for any injuries or suspected illnesses.
- Any child who displays any signs of being unwell will not be allowed to enter school at the start of the day or will be sent home as soon as possible.
- Asthma or Epipen medication must be labelled and sent in with your child if needed. If any information on the previous medications in school form has changed then you must email the school office and complete a new form online. This medication will be kept in the classroom in case of need. No other medication will be administered in school at this time.
- Children will be taught about good health and hygiene and about keeping their distance from staff where possible. They will frequently wash their hands including at the start of the day, before and after breaks and lunch and before they leave school.
- Staff will support children to remember these new rules and to follow the signs to help them move safely around school.
- Children will be taught a broad and balanced curriculum which will include being taught by specialist teachers as well as their own class teachers across the week.
- Resources will be carefully managed and there will be additional cleaning during the day and at the end of every day.
- Staff will be unable to have conversations with parents before and after school. Parents should use the Class Dojo system to send a message to class teachers and not linger at all if they see staff.
- Parents will not be allowed into school except in an emergency. Where possible, parents should telephone the school office for any admin enquiries, or send a message via Dojo for any questions relating to learning and behaviour.
- At the end of the day the main school gates will be opened from 3:15pm. Parents will walk down through the car park and follow the same one-way system as in the mornings.
- Staff will dismiss the children to you as you pass the door.
- If you are collecting other children from Years 1 to 6 as well then you will need to follow the main school one-way system after collecting your EYFS child.
- This one-way system will be entering from the main playground gate by EYFS and exiting via the green door beside Year 1.
- Families must maintain social distancing at all times and keep the flow of people moving.
- Parents must not loiter when collecting their children but should move away quickly where possible.
- It is hoped that Hillingdon Council will support us in blocking all traffic from driving down Nursery Way before and after school. This will enable families to walk safely to and from the school gates.
- All parents should avoid using the passageway that runs from the bus stop down to the school gates, as this narrow alleyway does not allow for social distancing.
- Separate information will be sent out about Breakfast and After School Club once confirmed.
- There will be no extracurricular clubs until further notice.

There will undoubtedly be other issues and questions that will arise from parents about the organisation of the school day from September. The above information has been decided based on the current government guidance (available [here](#)) and the comprehensive risk assessments that have been put in place by school staff with support from the governing body and the local authority. As always, we will endeavour to keep you informed of any changes in a timely fashion.

Thank you for your continued support at this challenging time.

Yours sincerely



Mrs N J Edwards
Head Teacher