



Parent Information for September 2020

We are delighted to be welcoming all pupils back to school in September. The information set out below conforms to the government guidelines on the safe return of our children and staff in September.

It is very important that you read it carefully with your child before he/she returns to school alongside any other updates that we send prior to the first day back. All parents and pupils need to be clear about the part that they will play in making our Sacred Heart family a happy and healthy place to study from September.

General organisation

- Children will remain in their class groups at all times to avoid pupils mixing, therefore reducing the risk of transmission of the virus.
- The full curriculum will be delivered.
- Specialist rooms eg computer suites will be sanitised after use.
- Each year group has been allocated a set of toilets. These are the only toilets that they may use throughout the day.
- Access to the dining room will be organised in time slots for each year group.
- Playtimes will be staggered and each class will be allocated an area to play within.
- There will be no visitors allowed into the school building. Parents should communicate via the telephone or email.

Attendance

- All pupils will be expected to attend school as normal.
- If pupils or anyone in the household experience any of the Coronavirus symptoms, pupils must not attend school. School must be alerted to the absence in the usual way. When you contact school please be clear about the reason for the absence and your child's symptoms.
- If required, you must engage with the NHS Test and Trace process.

Travelling to school

- It is recommended that pupils walk to school where possible and avoid public transport.
- If pupils are travelling to school using public transport, which includes school buses, they must use a face covering. Two face coverings are advised, one for each journey, and should be removed on arrival to school. These should be disposed of, if they are single use, or washed before their next use if reusable.

Hygiene

- Pupils will wash their hands regularly throughout the day. Although hand sanitiser will be available, it is not a substitute for thorough hand washing with soap and hot water.
- Students must ensure good respiratory hygiene by applying the 'catch it, bin it, kill it' approach and bring their own tissues into school.
- Pupils must maintain social distance between all staff and pupils in other year groups.
- Although pupils will be sat side by side in lessons, they will be encouraged to avoid face to face contact and physical contact with their peers. This includes travelling to and from school, at break, lunchtime and in lessons.



Uniform

- Pupils should return to school in their full uniform including their tie and school shoes.
- Pupils should be prepared for changing into their PE kit as usual.
- Pupils should limit what they bring into school each day, bringing only the essential books/equipment and coats etc.

Equipment

- To avoid any unnecessary handling of resources, pupils will be allocated a set of stationery which should not be shared.
- Pupils will not be able to borrow anything from other pupils.

Arrival at school

- If pupils are walking to school they should social distance from pupils who are not in their year group.
- Pupils enter school through their allocated gate and entrance point to the school site. These are: Reception, Year 1 & 2 through vehicle access gate and along driveway, Year 3, 4 & 5 through the gate at rear of School Hall, and Year 6 through the kitchen gate. Teachers will be on-hand to help.
- When pupils arrive on the school site they should make their way promptly to their form room. They should travel in one direction and not mingle with pupils in other year groups.
- Pupils will exit the school site following the instructions that will be issued to each year group.
- Pupils must move promptly and in one direction only out of the school site.
- Hand sanitiser will be available as pupils enter the school building; this should be used immediately.

School Meals

- Children in Reception, Y1 and Y2 will continue to be eligible for the Universal Infant Free school meal
- Children eligible for Free school meals will have a school meal provided.
- Parent wishing to pay for a school meal should do so as previously, via SIMS pay. Initially the school meals provided will be a packed lunch ie sandwiches, pasta, pizza, fruit, yoghurt/biscuit, drink.
- All other children should bring a packed lunch to school.

Staggered start and end times to the school day

- The school will open to pupils from 8:30am and all pupils should have arrived by 8:50am.
- Pick up time will be as follows:
Nursery and Reception Classes: 2:45pm
Year 1 and Year 2 Classes: 2:50pm
Year 3 and Year 4 Classes: 3:00pm
Year 5 and Year 6 Classes: 3:10pm

Provision before and after the school day

- We are not able to offer the breakfast club facility in September but will review our capacity every 2 weeks and inform parents as soon as we are able to re-instate this.
- After-school club will be on offer from September. Parents should book as usual via SIMS pay.