

HOLY CROSS CATHOLIC PRIMARY SCHOOL

'Loving and learning together in faith



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Headteacher: Mrs Clare Higgins

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Dear Parents and Carers,

Senior staff and governors welcomed the government's expected announcement last week that all children will be returning to school from September. We are delighted that all pupils will be returning to school and have detailed our plans below.

The children in F1 and Y1-Y6 will start the Autumn Term on Thursday 3rd September 2020. The children due to start in the Foundation Stage Two class will take part in their induction process from Thursday 3rd September and Friday 4th September and will begin their full-time provision on Monday 7th September. A separate letter will be sent to the parents/carers of children starting F2 which includes further details.

Drop off and collection points

We have put the following procedures in place to ensure safety for the children, parents/carers and staff.

We will stagger times to arrive at school and to collect children so that we can try to safely manage this and ensure there is minimal adult contact. Parents/carers must not gather at the school gates when arriving or departing - social distancing between adults must be maintained. **Please note to reduce numbers on school site only one parent/carer will be able to bring their child onto the school grounds.**

To minimise the risks on the school site parents/carers will be asked to drop their children off at their allocated point (which will be signposted) to the member of staff who is responsible for your child's group. Please say goodbye to your child and then ask them to line up on a designated marker in their year group line. Please do not stand with your child in the line. Parents and carers must maintain a safe distance from other children and their parents/carers and the staff. If you need to speak to a member of staff please leave a message in the school office and the staff member will contact you by telephone.

Parents/carers will not be able to enter the school building with their children in order to reduce contact and minimise risk.

Year group	Start time	Drop off point	End of school day	Collection point
F1	8:55am	F1 gate – upper playground	12:00pm	Hoylake Road
F2, Y1 and Y2	8:55am	Upper playground by KS1 entrance	3:00pm	Upper playground by KS1 entrance
KS2	9:00am	Lower playground	3:05pm	Upper playground by KS2 entrance

In order to minimise contact between children and parents/carers we have put in place designated routes for drop off and collection below.

It is imperative that you are punctual at the start and the end of the school day in order to minimise contact and risk between children, parents and staff. The gates will be open from 8:45am for the children to enter the school site.

Parents and Carers routes in and out of school site

F1 ,F2 and KS1 (Blue route)	Enter school site via the Gautby Road gate located by the Year six classroom (it will be signposted) and walk along the path past the school office and through the usual gates onto the upper playground. Your child's year group will be signposted and socially distanced markers will indicate where they line up.
KS2 (Red route)	Enter school via the usual gate (this will be signposted), walk across the car park (this will be locked to ensure no vehicles enter) and onto the lower playground. Your child's year group will be signposted and socially distanced markers will indicate where they line up.

Mrs Higgins and Mr Greer will be on duty each morning and afternoon at the main entrances to guide parents/carers and children to the correct drop off and collection points.

Changes to the school day

Children will remain in their year groups (bubbles) throughout the day (this includes break and lunch times) and will not be able to mix with children in other classes. Children will wash their hands, on entry to school and will be provided with their own chair and table at which they will sit every day. Coats and lunch bags will be placed on their coat pegs located in their classrooms.

We will be staggering playtimes and lunchtimes for year groups to minimise contact and risk.

They will be provided with a named, clear plastic wallet which will contain all the stationary equipment they will need. **No equipment should be brought in from home other than a named water bottle, coat, lunch bag, and prescription glasses.**

Please could you bring in any medication e.g. inhalers that your child may need on Thursday 3rd September to the school office.

Children will access toilet facilities one at a time and this will be monitored by staff. All children will be required to **wash their hands at regular intervals**, supervised by staff.

All classrooms will be kept clean throughout the day and deep cleaned daily.

Children will need to wear school uniform, government guidelines advise that children's clothes are washed daily. We ask that children come in their PE Kits on the days they have PE (tracksuit trousers may be worn to ensure the children are warm, PE tops, trainers and school cardigans or jumpers) Your child's class teacher will inform you of the days when your child is taking part in PE.

Breakfast Club

Breakfast club will start on Thursday 3rd September and will start at 8:35am. **Please do not arrive before this time.** Children will enter from the usual gates on Gautby Road and must stand on the socially distanced markers. **Please note in order to ensure that the children have enough time to eat their breakfast, the breakfast club doors will close at 8:45.** Children will be arranged in year group bubbles in breakfast club and will have their breakfast in their classrooms. This will be supervised by breakfast club staff.

Please note due to restrictions we are unable to offer any after school clubs currently.

Home School Communication

If parents/carers need to speak to a member of staff, please telephone the school office and leave a message. The member of staff will then contact you by phone. Parents/carers wishing to leave anything at the school office are asked to follow the social distancing measures in place in the school foyer.

If your child is late, they will enter the premises via the main office.

Please do not send your child to school if they are unwell and they are displaying symptoms of Covid-19, this is a key measure to keeping our school safe. Please notify the school and follow the government guidelines on self-isolation and engage with the NHS test and trace process. The link is below.

https://my.wirral.gov.uk/service/COVID_19_Testing_Process

I would like to thank you all for your wonderful support during lock down and we look forward to seeing you all on the Thursday 3rd September.

Stay safe and well.

Yours sincerely

Mrs Clare Higgins
Headteacher