



## St Paul's C of E Junior School

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Headteacher: Mrs J M Taylor

20 July, 2020

Dear Parents,

### Re: Full re-opening in September

Apologies for the length of this letter but it sets out our initial plans for reopening in September and therefore contains lots of information for parents. I will write again with an update in the penultimate week of the summer holidays advising of any additions or changes.

### Year 3 transition visits

- Tuesday 1<sup>st</sup> and Wednesday 2<sup>nd</sup> September
- 1.30pm to 3.30pm.
- Entrance to school will be via the Murray Road Gates
- Teachers will be waiting on the playground to greet their new classes and will bring them out at the end of the day.
- Parents will be asked to observe the one way system when dropping off and picking up and there will be staff out on the playground to assist.
- All staff will be observing social distancing and we ask that parents do the same.

### Start of term

- Thursday 3rd September for all pupils.

### Arrival

- In following DfE guidelines, the start and end of the day will be staggered to "minimise contact between people and observe social distancing where possible."
- To avoid parents trying to drop off at two schools at the same time, we have fitted around Walter's schedule:

Year 6	8.25am - 8.30am
Year 5	8.35am - 8.40am
Year 4	8.45am - 8.50am
Year 3	8.55am - 9.00am

It is important that each child arrives at St Paul's during their allotted window.

- Pupils should be dropped off at the Murray Road entrance.
- Teachers will be waiting on the playground.
- Parents should avoid gathering or waiting at the entrance before and after school, as there will be other children and parents arriving over an extended period.
- Parents with children in more than one-year group at St Paul's will be permitted to come onto the playground each morning to wait in the astro turf areas, observing social distancing, until their



- children's teachers have come out to collect classes from the playground. **Children must not be left in this area unattended.**

### Meadow Breakfast Club

- At the end of the session, Meadow Breakfast Club staff will hand the children over to Mrs Holt at 8.30am and she will supervise the children until teachers arrive to collect classes from the playground.

### Departure

- Collection of pupils at the end of school is more complicated because it involves matching pupils with parents for safe departure.
- The timings for collection of each year group will be as follows. Again, we have tried to make the situation run as smoothly as possible for parents with children at both schools.

Year 6	3.05pm
Year 5	3.15pm
Year 4	3.25pm
Year 3	3.35pm

- Pupils travelling to and from school unaccompanied will be able to leave as soon as their class is taken out onto the playground.
- Our next update will contain a plan of the playground, one-way system and designated class pick up points.

### EnergyKidz After School Club

- Usually there are two separate groups, both run by EnergyKidz: one for Walter children and the other for pupils of St Paul's.
- To minimise the risk to the children and families of both schools by mixing pupils from our two different settings, from September and until further notice, Walter Infant School will host the club for FS2, Y1 and Y2 pupils and St Paul's will host the club for Y3, Y4, Y5 and Y6.
- For further details and to book a place, please contact EnergyKidz Telephone: 0333 577 1533 Email: [info@energy-kidz.co.uk](mailto:info@energy-kidz.co.uk)

### Bubbles

- *"Maintaining distinct groups or bubbles that do not mix makes it quicker and easier in the event of a positive case of Covid-19 to identify those who may need to self-isolate, and keep that number as small as possible."*
- Each class will be treated as a distinct bubble and remain separate.
- Playtimes and lunchtimes will be staggered and there will be no whole school gatherings until government guidance says that it is safe to reinstate these.

### Learning

- We understand some of the anxiety and feelings of uncertainty that some children will have about returning to school, following such an extended period of time away.
- The first week's learning will focus on wellbeing and addressing any anxieties the children may have about coming back to school.
- Once we have carefully and methodically checked pupil understanding to identify what each child knows, planning will be adjusted accordingly to ensure that every lesson is designed to meet the range of needs in each class, including pupils who require additional support and those who need further challenge.



- School will be closed over the summer and during the holiday, but you will find details of a summer reading challenge and fun holiday maths activities on our website [here](#). The maths challenges start on page 4 of each booklet.

### **Equipment**

- It would be very helpful if each child could bring in a *small* pencil case that can be left in school, containing a pencil, writing pen, rubber, ruler, pencil sharpener, glue stick and colouring pencils. This is everything needed and will be for your child's sole use.
- We ask that all other stationery be left at home. If your child doesn't have any of these items, we will provide them with what they need.
- Each child will need to bring a named water bottle each day.
- There will be no sharing of equipment or resources between children.

### **Lunch Arrangements**

- Lunches will be eaten in the classroom until our provision returns to normal.
- Initially, there will be no hot school meals. The Autumn Term Caterlink Packed Lunch Menu can be found on the welcome page of our website [here](#).
- Lunches will be freshly made on site by our own catering team each day. They do not need to be ordered in advance but can be chosen on the day and ordered during registration.
- The price of a Caterlink packed lunch is £2.10.

### **Uniform**

- We will welcome pupils back to school in full uniform.
- Long hair should be tied back at all times and hair accessories discreet and kept to an absolute minimum.
- We do not encourage any child to wear earrings to school. The only types permitted are silver or gold studs.
- Should you decide to have your child's ears pierced, we ask that this is done at the very start of the summer holidays to give sufficient time for ears to heal during the six week break as no earrings are permitted on PE days.

### **PE**

- All PE lessons will be outside.
- PE kit for all pupils is a plain white round necked t-shirt and navy blue shorts. Children are permitted to wear a plain navy or black tracksuit for outdoor lessons.
- Earrings must be left at home on PE days.
- There will be no PE sessions on Thursday 3<sup>rd</sup> September or Friday 4<sup>th</sup>.
- Class timetables for September have yet to be finalised and details of PE days will be sent out at the start of next term.

### **Mobile phones**

- Mobile phones may have been more of a comfort and companion to some of our older pupils than ever before. However, our policy on mobile phones in school will still apply - they must be turned off at the gate as the children arrive and remain this way until they leave the site at the end of the day.

### **Attendance**

- Attendance at school is compulsory with the usual arrangements in place; if your child is unwell, please email [absence@stpauls.wokingham.sch.uk](mailto:absence@stpauls.wokingham.sch.uk).

### **Visitors on site**

- We are unable to accommodate any visitors at any time unless invited in by the School.
- Should a child forget their lunch, they will be able to choose from the Caterlink Menu.



- Should a child forget their water bottle, they will be provided with a paper cup.

### **Risk Assessments & Hygiene**

As we plan for September, we are also updating our risk assessments and safety protocols. Some examples already in place are:

- Staff and pupils will wash their hands thoroughly and more often than usual;
- Good respiratory hygiene, promoting the 'catch it, bin it, kill it' approach;
- Enhanced cleaning, including cleaning frequently touched surfaces;
- Classrooms arranged to facilitate all pupils sitting in rows and facing the front;
- Covid-19 Code of Conduct, which will be shared with pupils at the start of term.

### **Test and Trace and Managing Confirmed Cases**

- In the event of a suspected/Covid-19 outbreak, we will follow directions from Public Health England who will be notified immediately as per government guidance.
- Should any members of your household need to have a test, then please inform the school immediately of the result, either negative or positive.

Please refer to the guidance for parents and carers. <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-yearsproviders-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

### **Contact Details**

- Should your contact details change, please email [admin@stpauls.wokingham.sch.uk](mailto:admin@stpauls.wokingham.sch.uk) as it is crucial we have parents' up to date details in the event of an emergency.

Following the government's review of the guidance for schools in August and any subsequent updates from the DfE, we will write again in the penultimate week of the holiday to confirm arrangements, including how pick up from the playground will be organised. In the meantime, we will continue planning for the safe return of all of our pupils and look forward to welcoming them back on Thursday 3<sup>rd</sup> September.

Yours faithfully,

*Julianne Taylor*

Mrs J M Taylor  
Headteacher

