

Dear Parents & Carers

We are delighted to be welcoming back all of our children from Monday 8<sup>th</sup> March. Below is an overview of the most important information for you to be aware of. The systems and processes in place so far this year have enabled us to prevent any Covid 19 infection spreading within the school. As a result, we do not intend on making any great changes to the measures in place prior to the second lockdown. On this basis, we hope that the majority of information provided in this letter will be a useful reminder. Our risk assessment and full opening plan are available on our website.

### **Drop Off & Pick Up Times**

We will be operating the one-way system previously used and the time slots are as follows:

Morning Drop Off	Afternoon Pick Up
Year 3: 8.35am – 8.45am	Year 3: 2.50pm
Year 4: 8.45am – 8.55am	Year 4: 2.55pm
Year 5: 8.55am – 9.05am	Year 5: 3.05pm
Year 6: 8.45am – 8.55am	Year 6: 3.00pm

### **Extended Schools Provision**

Breakfast and After School Club will be operating from 7.30am – 6pm each day. For reception children these hours are 8am – 5pm. We do have some limited space available, please contact Ruth Gough on 07840 657598 for more information.

The latest guidance for school reopening enables us to resume this provision on the basis that it is necessary to support parents or carers to work, undertake education or training or to attend medical appointments or support groups. If your use of extended schools is not for any of these reasons, please contact us.

### **On Site Guidance**

Our expectations for parents and carers on site at this time remain the same and exist in order to limit any potential spread of Covid 19. We request your support in the following ways:

- Following entry and exit routes into school using the one-way system for dropping children off and collecting them at the end of the day.
- Using the agreed drop off and collection times for your child(ren).
- Using Class dojo, email or telephone as suitable methods for communication and not discussing issues at length outside of classrooms with staff.
- Maintaining social distancing when waiting to collect children and supervising any children who are with you on site.
- Wearing face masks when on site apart from those who are medically exempt. Whilst this cannot be enforced, we have asked parents to show their support for this.

- Not entering reception unless strictly necessary. If necessary, social distancing measures should be observed and face masks should be worn.
- Not entering any other part of the school building(s) unless a staff member is aware.

### **Illness & Absence**

This information also remains the same. Please do not send your child into school if any member of your household has any of the following symptoms:

- **a high temperature** –hot to touch on chest or back (you do not need to measure temperature).
- **a new, continuous cough** –coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you /they usually have a cough, it may be worse than usual).
- **a loss or change to sense of smell or taste** – the person cannot smell or taste anything, or things smell or taste different to normal.

All members of the household should stay at home other than to get a test. Anyone with symptoms should have a test. You should all stay at home until all test results are back and are negative.

Please remember to alert anyone in your support bubble of your symptoms if you have been in close contact with them since your symptoms started or during the 48 hours before they started. They will also need to isolate until you receive the negative test result(s).

Please continue to report updates on self-isolation and testing where necessary and follow normal absence reporting procedures for any other general illness or absence.

### **Rapid Testing**

Staff are now able to be part of regular lateral flow testing on a twice-weekly basis. This is to reduce the risk of Covid 19 transmission by those who are without symptoms. From 1 March 2021, if you are a member of a household, childcare bubble or support bubble of a pupil you can get a twice-weekly test. We fully support the availability of this testing for our wider school community. The use of the local test site is one option for this. Further options and information can be found at: <https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff#history>

What matters most is that your children are happy and excited about the rest of this school year and all that it can offer. Our Wellbeing Team are available by calling 07808 036143 or by emailing [SMILLSTED@ststephensjuniorschool.co.uk](mailto:SMILLSTED@ststephensjuniorschool.co.uk). Please contact them to discuss any worries or concerns that you may have - we want to be able to support a positive and healthy return to school for each and every pupil.

With best wishes,

Laura Cutts & Sarah Heaney