

St. Catherine’s Catholic Primary School Head Teacher Mrs Sarah Terrey

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21st May 2020

***Live, Love and Learn Together”***

Dear parents/carers,

We hope that you and your family are well, and coping in these challenging and unprecedented times.

Our school has been open for the children of key workers and vulnerable children since the lockdown began on 23rd March, and staff have been supporting the home learning of children who have not been in school. We are very grateful to you for the support that you have provided for your child/children over this difficult period.

Following the Government’s announcement of its intention to begin the phased opening of schools from 1st June 2020, Plymouth CAST Multi Academy Trust has taken the following decisions about the opening of its schools.

Plymouth CAST will only consider the opening of its schools once invited to do so by the Government on or after the 1st June, 2020, and once the Government’s 5 tests for moving to the next phase have been satisfied. Furthermore, each of our schools is required to complete a comprehensive risk assessment and planning process that will be approved by the Headteacher, Trust Education and Standards Manager, and Trust Director of Education before it is authorised to open.

The Trust will continue to work with our school leaders, staff, professional associations, local authorities, the Regional Schools Commissioner and Government to ensure that the re-opening of our schools takes place at the right time and in the right way for the health, welfare and safety of our children, students and staff.

After careful consideration and extensive discussion, the Trust has directed it schools to begin its phased opening in the following way:

* In-school care provision for the children of key workers and vulnerable children from all year groups will continue.
* Any model of opening must include Year Six
* Where it is safe to do so provision must include Nursery, Reception and Year 1, or any safe combination of these year groups.
* No year group other than those specified by the government, N, R, Y1 and Y6 is able to return to school at this stage.

It is important to note that the Trust’s directive and the local planning decisions of the school may change due to guidance from theGovernment, the Local Authority, Public Health England, and other appropriate agencies. The Government’s date of 1st June for the phased re-opening of schools is only provisional and subject to the nature of the pandemic and national control measures as we approach that date.

**What about those of us at Home ?**

In the event of school opening the provision of home learning activities will become the responsibility of Mrs Dickson and Mrs Lewendon who will continue to work from home remotely. If your child is not returning to school and you require support or advice with home learning please contact either Mrs Dickson or Mrs Lewendon on their work email below.

Mrs Dickson: Monday to Thursday: GDickson@stcatherinesbridport.dorset.sch.uk

Mrs Lewendon Wednesday to Friday: KLewendon@stcatherinesbridport.dorset.sch.uk

**How are the children grouped?**

Children attending school in the categories of Vulnerable/Key workers, EYFS, Year 1 or Year 6 have been placed into learning groups.

* EYFS and Year 1 Yellow Group
* EYFS and Year 1 Green Group
* Year 6 Red Group
* Year 6 Blue Group
* Key Worker/Vulnerable group Purple Group

This group will not change. The adults will remain the same as will the class space that is used. Where possible sibling groups have been kept together. **Each child will receive by email to parents a letter informing them of the group and start and collection time.**

**What are the Timings for the day?**

There will be staggered start and collection time for each group daily. This is to ensure safe social distancing can be maintained for pupils, staff and parents. I would ask that parents stick to these set times please to ensure that guidance is followed. Each group will have its own entrance into the school, to reduce wider contact with other children and adults. Mr Toohill will be in the playground from 8.30 to direct arrivals and take messages if required.

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| --- | --- | --- | --- | --- | --- |
| GROUP | STAFFING | LOCATION | ENTRANCE | START TIME | COLLECTION TIME |
| EYFS/YR1 | Mrs Blake and Mrs MiddletonMrs PirusMrs Tyrell |  EYFS classroom | Reception Entrance. Please wait in the marked spaces | 8.30 am | 2.30pm |
| EYFS/YR1 | Mrs Treble/Mrs HarrisMrs ButchartMrs Friedman | Year 1 Classroom | Reception Entrance. Please wait in the marked spaces | 8.45 am | 2.45pm |
| YEAR 6 | Mrs Franklin | Year 6 Hut | Outside the hut area. Please wait in the marked area | 8.30am | 2.30 pm |
| YEAR 6 | Mrs Foster | Year 5 Hut | Outside the hut area. Please wait in the marked area | 8.45 am | 2.45 pm |
| KEY WORKER/VUN | Mrs ThomasMrs Tschno | Year 3 classroom | The ramp to the Year 3 classroom.Please wait in the marked area. | 9.00am | 3.00pm |

**What will the school day look like?**

Children will be encouraged to maintain the 2m social distancing however this will be difficult. The classrooms have been organised to provide all children from EYFS to Year 6 an individual learning space at a table. There will be a rolling timetable for breaks so that children will have playtime, in their group, with their adults.

Toilet breaks will be supervised and children will be directed to wash hands regularly. All learning activities will be carefully planned to ensure that wherever possible children have their own resources and adults will wipe down tables and equipment after activities. All groups will have their own sanitizers and cleaning wipes.

There will be daily sessions of outdoor learning for all including daily PE slots led by Mr Toohill with appropriate social distancing in place.

We are keen to support the emotional well being of pupils and there will be planned talk times within their group and we will be working with the children on an emotional regulation technique called Butterfly Hugs - where they learn to calm themselves in addition to our usual daily meditation.

**What about snacks and lunch times?**

Please provide your child with a snack and drink as you would have previously done. All children will need a packed lunch. We are in the process of ensuring that our lunch providers supply packed lunches until the end of term for KS1 and Free School meal families. However, this may not be in place from June 1st. *Therefore, in the first week ALL PUPILS NEED A LUNCH.* This has been decided to support social distancing. All children will eat in their classes, in their groups and will be supervised by their adults who will rotate to ensure that they receive a break. There will also be a staggered time for outdoor play in their group. As we confirm lunch arrangements we will provide further details.

**What will my child be doing?**

In returning to school our main focus will be on supporting children emotionally. Each group will have planned talking time to think about difficult thoughts. Learning will be focused on basic skills in EYFS and Year 1– reading in particular in all groups. Year 6 will be working on Darwin Delights topic and The Key worker/ vulnerable group will be developing work from Forest school learning in all curriculum areas. Additionally, there will be daily PE and physical activity led by Mr Toohill. All groups will access outdoor learning.

**What clothes do they need to wear?**

Children who return to school should wear summer school uniform; we are suggesting that children should wear PE kit on alternate days so that you are able to wash clothes daily. They will of course need PE clothes in school to participate in the daily PE sessions that are planned in the curriculum. There are links on the school website where you are able to order and purchase new uniform direct to you should you wish to.

**What if my child or someone falls ill at school with possible COVID symptoms?**

We have in place appropriately qualified first aiders. In the event of a general accident first aid will be administered. At these times these adults will wear aprons and gloves.

In the event of a child or adult reporting COVID-19 symptoms during the school day we will call parents and isolate that child and they must be collected immediately. The parents of the group will be informed that there is a possible symptomatic pupil and in the event of a positive test they would be advised. The school would then liaise with Plymouth CAST and follow their advice with regard to next steps and ensure that all parent are fully informed.

**What should they bring to school?**

* A drink, snack and lunch preferably in a hard plastic box so adults can wipe this down.
* PE KIT.
* A coat if needed
* Sunhat/sun cream if needed.
* No pencil cases or items from home.
* Children will not bring items or books home from school.

**Can I change my mind?**

As parents you will know what is in the best interests of your child. As a school we will support any decision you make. Parents who elect not to return their child will not be penalised. If you decide at some point during the term you would like to send your child and they are in Year 1, 6 or EYFS please contact the school office to discuss this.

I would like to apologise for the length of the letter but feel providing as much detail as possible will enable you to feel reassured and support your children whether they are returning to school or remaining at home.

We are very grateful to you for your support and understanding as we try to manage this situation in the best interests of our children, families, staff and the national COVID-19 recovery plan.

Yours sincerely,

 Mrs Sarah Terrey

Raymond Friel

CEO, Plymouth CAST Headteacher, St Catherine’s Catholic School