



St Cuthbert's C of E Primary School

The Chase, Great Glen, Leicester LE8 9EQ
Tel: 0116 2592764

Headteacher:

Mrs Jenny Hawkins

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Committed to safeguarding children

27th August 2020

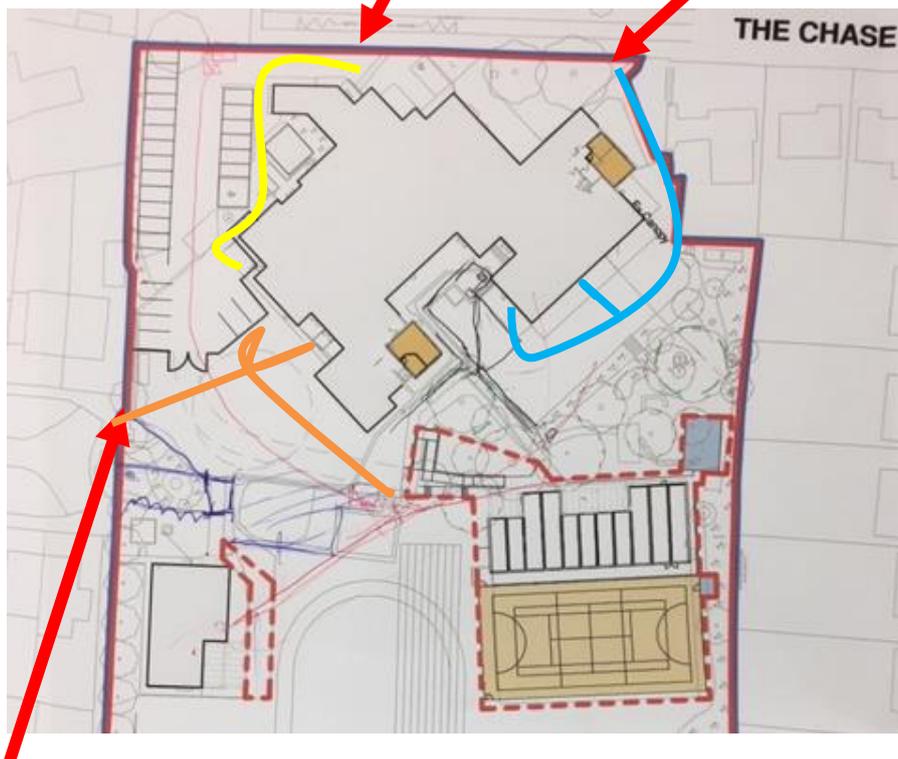
Dear Parents/Carers,

It has been wonderful to see our children back in school and I would like to thank you for all of your patience and support as we move towards a full reopening with all year groups in school on Tuesday 1st September. These staggered days were put in to place to so that we could ensure that our preparations for getting the children safely in to school caused as minimal stress and maximum safety as possible for staff and families as well as providing transition support for the children.

Based on our observations from these few days, the information below will be our arrangements for entering and exiting the school site, start/finish times and a reminder of our in-school safety and hygiene measures.

From The Chase then past the carpark
Entrance and exit for **Giraffes and Pandas**
(Yellow line)

Key stage 1 gate from The Chase
Entrance and exit for **Foxes, Badgers, Zebras and Woodpeckers** **Blue line**



Key stage 2 gate in to the playground
Entrance and exit for **Owls, Koalas, Panthers, Leopards, Lions and Tigers**. **Green Line**



Please do not arrive on the school grounds until your child's allocated time as this causes congestion and prevents other children getting to their classrooms safely. A reminder also that parents should leave the playground promptly and not congregate on the premises or outside the school gates. Also we ask that **only 1 parent to drop off and collect**.

Any families with siblings in different year groups will start at the earliest time and finish at the latest time, e.g if your children are in Badgers and Koalas, please arrive at 9am to drop off at Badgers class then head to Koalas. To collect, arrive at Koalas at 3:20pm and then collect from Badgers.

If your children have the same drop off and collection times, please do not worry about being in multiple places at the same time. Drop off and collect your youngest child first. Children will remain with staff until you arrive.

Year 1-

Foxes

Start time- 9:10am	Finish time- 3:30pm
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Enter and exit building through- Classroom door

Year 1-

Badgers

Start time- 9am	Finish time-3:20pm
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Enter and exit building through- Classroom door

Year 2 Owls

Start time- 9am	Finish time- 3:30pm
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Enter and exit building through- Key stage 2 playground door

Year 2

Woodpeckers

Start time- 9am	Finish time- 3:30pm
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Enter and exit building through- Classroom door

Year 3

Koalas

Start time- 9:10am	Finish time- 3:20pm
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Enter and exit building through- Classroom door

Year 3

Pandas

Start time- 9am	Finish time-3:20pm
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Enter and exit building through-Classroom door

Year 4

Zebras

Start time- 9:10am	Finish time- 3:30pm
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Enter and exit building through-Classroom door

Year 4

Giraffes

Start time- 9:10am	Finish time-3:30pm
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Enter and exit building through-Classroom door

Year 5

Panthers and Leopards

Start time- 8:50am	Finish time- 3:20pm
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Enter and exit building through-Classroom doors

Year 6

Tigers and Lions

Start time- 8:50am	Finish time-3:20pm
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Enter and exit building through-Classroom door



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Inside school

The children will be grouped in their classes. All class groups are less than 25 children per class

- Children will be expected to wear full school uniform.
- Please limit the amount of equipment and bags your child comes into school with. They will only need essentials such as lunchboxes, water bottles, hats, coats.
- Children remain in their class bubbles throughout the day.
- Children have their own allocated table space. We have arranged the classrooms to create as much space as possible for staff to move between the children. Children sit so that they can see the board at the front of the classroom but with the younger children this does involve them sitting in small table groups rather than in rows. This complies with the DFE guidance which states that: 'When staff or children cannot maintain distancing, particularly with younger children in primary schools, the risk can also be reduced by keeping pupils in the smaller, class-sized groups. Schools should make small adaptations to the classroom to support distancing where possible.'

Measures to support return including cleaning and hygiene

- Each classroom has been equipped with anti- bacterial wipes, spray and cloths. Tables and chairs will be wiped before the children arrive, during break time, lunch time and at the end of every day.
- Windows will be opened to increase ventilation.
- All PE equipment will be wiped or sprayed between each class.
- Classes have their own set of resources to support teaching. These can be shared within the class and are sprayed and wiped after each use.
- iPads and Laptops are wiped and cleaned by an adult between each class.
- Children will be supervised by an adult when going to the toilet. The toilets will be sprayed with anti-bacteria spray after use and staff will ensure good hand washing.
- Break time and lunchtimes will be staggered.
- REGULAR HAND-WASHING is a must for all with hand sanitiser placed in each room when hand washing is not possible.
- **Lunchtime-** tables and chairs will be wiped down after each group has used them. Markers will be used to mark out safe distances to enable lining up to collect hot food.
- **First aid-** each classroom has their own first aid kits. The majority of first aid will be dealt with in the class. Any staff member dealing with first aid issues must wear a face mask and gloves. An apron will also be available should the adult wish to use one. All first aid treatments must be reported the head or deputy.

Handwashing Times

All handwashing uses anti-bacterial hand soap and running water. Where this isn't possible or to support the easing of congestion outside of the classrooms on arrival to school, handwashing bowls have been available. Children were then asked to wash their hands again when inside the classroom. These will be removed from 1st September.

1. On arrival- option of hand sanitizer for children arriving with a parent.
2. Before Break
3. After Break
4. Before Lunch
5. After Lunch
6. Before any afternoon break
7. After any Afternoon break
8. Before they go home



These are measures that have been in place and adapted as the guidance arrives since 1st June opening, with every member of the school team performing cleaning, hygiene and organisational roles to ensure the groups do not mix and to reduce the risk of transmission.

Stay safe and take care.

A handwritten signature in black ink, appearing to read 'Mrs Hawkins', with a stylized flourish at the end.

Mrs Hawkins
Headteacher