



St. Vincent's Catholic Primary School

St. Vincent Street, Marylebone W1U 4DF

Headteacher: Miss M. Coleman

Tel: 020 3146 0743 email: office@stvincentsprimary.org.uk

web: www.stvincentsprimary.org.uk

Wednesday 15th July 2020

Dear parents and carers,

FULL RE-OPENING OF SCHOOL SEPTEMBER 2020

This letter explains the plan for the full reopening of St. Vincent's Catholic Primary School. Please note that all arrangements are subject to change as the situation evolves and as the government issue updated advice. All our decisions have been made with the health and safety of pupils and staff as the priority.

The information provided is specific to St. Vincent's and must be read alongside the government guidance for parents which provides advice that applies to all schools thus will not be repeated within this letter, which is already very long and detailed. <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-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>

INSET Days Tuesday 1st and Wednesday 2nd September – School Closed

These are scheduled Inset Days which will be used for staff training taking into account the latest government advice and to ensure that the premises is fully ready for the full return of the pupils.

Return to school dates and times for each class

Date	Year Group	Start Time	Finish Time	Exit
Thursday 3 rd Sept	Year 6	8:45	15:15	Double doors
	Reception	9:45	14:55	Double doors
Friday 4 th Sept	Year 5	8:55	15:15	Double doors
	Year 4	9:05	15:15	Down door
Monday 7 th Sept	Year 3	9:15	15:15	Down door
	Year 2	9:25	15:05	Double doors
	Year 1	9:35	15:05	Double doors
Tuesday 8 th SOFT START	All except Nursery	8:00-8:55	As above	Double doors
Thursday 10 th Sept – Wednesday 16 th	Nursery Welcome Meetings	9:00	12:00 or 14:55	Double doors
Thursday 17 th Sept	Nursery siblings	9:00	12:00 or 14:55	Double doors
Tuesday 22 nd Sept onwards	Staggered return of Nursery		12:00 or 14:55	Double doors

Entrance/ Start of Day

To begin with, children will have staggered start times. This will enable us to complete a full induction with each class upon their return. However, once all classes (apart from Nursery) have returned to school we will revert to a soft start for Reception – Year 6. The soft start will begin at 8 o'clock on Tuesday 8th September. Families may come to school any time between 8:00 and 8:55a.m. as works best for the parents. During this time a light breakfast (banana and cereal bar) can be provided if needed, for a small charge. Children will be able to wait with their bubble in their classroom and complete quiet supervised activities, such as quiet reading, finishing work or chatting with friends, until the start of the formal day. We hope this will support families who need to get to work and families with more than one child at the school, whilst maintaining the staggered approach advised by the DfE guidance. Miss Coleman or Miss Carruthers will be at the entrance to welcome pupils and to administer hand sanitiser for children to apply before entering the premises. Parents will not be allowed beyond this point and we will be expecting all parents to support us by adhering to social distancing and leaving the school immediately.



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Exit/ End of Day

The end of the day will be staggered to avoid congestion. Class Teachers will bring their classes to the designated door and call children when their parent/carer has been identified. Hand sanitiser will be applied before children leave the school premises.

Bubbles

All children and staff will be assigned a 'bubble'. For our school, the most effective way of managing this is to have bubbles comprising of two year groups who share the staff team, resources and learning spaces. A bubble is a safe teaching and learning space with no more than 60 pupils. Bubbles are independent of each other. Bubbles do not share learning spaces or playtimes with other bubbles. Bubbles are our way of ensuring there is some form of social distancing across the school. Whilst we will always try to ensure the upmost safety for our children and staff, we cannot guarantee social distancing within the bubble. Therefore we insist that hygiene and thorough cleaning take the upmost priority within in bubble and within the school as a whole. Maintaining distinct groups or bubbles that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.

Attendance

Now the circumstances have changed, it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development. Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in school. School attendance will therefore be mandatory again from the beginning of the autumn term and the usual rules on school attendance will apply. If your child has a health need, it is important that this is discussed with the school and the arrangements for online learning agreed. The school will liaise with the appropriate health professionals and comply with their advice. The school will also monitor engagement with the online learning provided as per the guidance.

Coronavirus Symptoms

Children must not attend school if they or a member of their household has symptoms of coronavirus. We will also take the temperature of, and send home immediately, any child showing sign of any other illness and expect parents to fully support this. Please check your child daily for symptoms before bringing them to school.

Playtimes and Lunchtimes

Bubbles cannot mix at these times so there will be staggered play times. Children will have shorter breaks, more frequently. Lunchtime will be staggered with a bubble eating together in the hall, adhering to social distancing.

School Meals

We have changed our food provider to Harrison and from September we will be returning to cooked, hot meals. Lunch will be eaten in the hall with the tables wiped down afterwards. We are currently working on the menu and will share this with you via the website. From September the price of a school lunch will be £2.30 per day. As the number of children in school will be increasing, we will need a clear commitment to either school lunch or packed lunch form home. If you decide to change, the school must be given two weeks' notice in writing.

Curriculum

We will provide a broad and balanced curriculum that will continue to include a focus on mental health and wellbeing. We will also have regular reminders of social distancing and the importance of good hygiene such a hand washing. More information, including the arrangements for Homework will be provided in September.



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Extra-curricular activities

Unfortunately we will not be able to offer any after school extra-curricular activities such as afterschool clubs or trips for at least the first half term. This will be reviewed. Whole school assemblies will also be suspended. Although pupils will continue to participate in collective worship, unfortunately parents will not be able to join us in person until further notice. We will use the website to celebrate events with many photos and videos so we can still share these positive experiences.

Uniform

From September, full school uniform will resume. Please check the school website for the expectations. To support families, we will be holding regular second hand uniform sales. Please can you ensure that all items are labelled and that clothing is washed regularly? Children are to bring their school bag to school. They also need their own water bottle (which we will refill as needed) and a packed lunch if you choose not to have the cooked lunch provided by the school catering team.

Physical Organisation

Classrooms have been organised to give greater distance between pupils and we have reviewed the use of resources. To promote social distancing and to minimise accidental contact within the school building, we will be operating a one-way system on the staircases. There will be carefully organised timetables with a soft start, staggered breaks and finish times. Water fountains will be switched off. There will also be signage to remind children of social distancing.

Visitors

Only essential visitors will be allowed to access the building. If parents wish to communicate with the school please email the school office office@stvincentsprimary.org.uk or telephone 020 3146 0743.

Safety measures

To prevent the spread of coronavirus, we will use a range of protective measures to create safer environments in which the risk of spreading the virus is substantially reduced. All classrooms already have a sink and hand sanitiser is available throughout the school. We will continue to promote regular hand washing for 20 seconds with running water and soap or use of sanitiser and ensuring good respiratory hygiene by promoting the 'Catch it, Bin it, Kill it' approach.

Cleaning

Our full cleaning team will continue a thorough clean every evening. The school staff will also be cleaning more frequently throughout the day with a focus on frequently touched surfaces, such as door handles, handrails, table tops and play equipment.

Communication

I will continue to email parents with updates as needed, as well as regularly updating the school website with the latest guidance and news. Monthly newsletters will also resume. In September, you will receive a revised Home School Agreement.

I apologise for such a long letter but I want to provide you with as much information as possible in advance of September. Thank you for your continued understanding and support during this time. Thank you also for your generous gifts and thoughtful messages to myself and the team – we have really appreciated your kind words. We are looking forward to welcoming back the children and seeing you all in September. Until then, I wish you a wonderful summer.

Yours sincerely,

M. Coleman, Headteacher



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