



Ss Alban and Stephen Catholic Schools' Federation

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13<sup>th</sup> July 2020

Dear Parents and Carers,

### Arrangements for School Re-opening in September

We are now in a position to update you on what September will look like following the release of the latest government guidelines for the full opening of schools. The guidance recognises that it is not possible to ensure a risk-free environment, but the balance of risk is now overwhelmingly in favour of children returning to school.

To ensure a smooth transition back to school for all children we have come to the decision that the **current Nursery, current Year 2, current Year 3 and current Year 4 will return to school on Thursday 3<sup>rd</sup> September**. This is to support these year groups who have not been in school fulltime during the Summer Term. The children will have the opportunity to settle in and become familiar with the new routines and procedures in school.

On **Monday 7<sup>th</sup> September**, we will then welcome back the remaining year groups which are the **current Reception, current Year 1 and current Year 5**.

#### Absence

As stipulated in the government guidelines, school attendance will be mandatory again from the beginning of the Autumn term. This means the usual rules on school attendance will apply, including the availability to issue sanctions.

#### School Uniform

All children should return in full school uniform. PE kits should be brought in on a Monday and taken home on a Friday to be washed.

#### Additional Resources

- Children can bring in a water bottle and a book bag or school bag.
- Children in the Early Years and Key Stage 1 are provided with a break time fruit snack. In Key Stage 2, all children are encouraged to bring in a piece of fruit or a cereal bar for break time. Nut based products are not permitted due to allergies in school.
- Children may ride bicycles to school under their parent's supervision. Children in Year 6 may ride bicycles to school unaccompanied provided they have passed their cycling proficiency. All cyclists should wear helmets and dismount their bicycles once on school premises. Bicycles should be **locked** in the bicycle shelter in the back playground. The child should dismount the bike or the scooter when entering the school grounds.
- Children in Year 3 to Year 6 are allowed to bring a small pencil case to school.
- All medication must be handed in to the school office and the healthcare plan attached on the first day. Healthcare plans are available from the school office.

## **Preventative Measures**

We are required to retain the protective measures for children and staff that we have implemented throughout our transition programme. Schools have been asked to minimise the number of contacts that a pupil has during the school day to reduce the risk of transmission.

We will continue to have in place the following preventative procedures:

- Individuals or someone in their household who have coronavirus symptoms will not attend school.
- Cleaning hands thoroughly and more often than usual, using the sanitiser stations positioned around the school.
- Good respiratory hygiene, promoting 'catch it, bin it, kill it' approach. Tissues will be available in every classroom to support this routine.
- Enhanced cleaning schedules, including the regular cleaning of frequently touched surfaces, classroom-based resources and outdoor equipment.
- Minimising contact between individuals by maintaining consistent groups and older children maintaining social distancing, wherever possible.
- Breaks, lunchtimes and assemblies will also be staggered to support social distancing requirements.

However, class-size restrictions have been lifted and the size of the bubbles need to be increased to regular class sizes to allow for the normal operation of the school.

## **Measures for arriving at and leaving school**

Children will enter the school grounds through different entrances. Please follow these instructions carefully so that we avoid parents and children congregating in any drop-off zone. Please note that parents are not permitted on school grounds and children will be met by a member of staff. Should a parent need to pass on a message to the class teacher they should call or email the school office.

<b>Lower Site</b>	<b>Drop Off</b>	<b>Collection</b>
<b>Nursery</b>	Drop off from 8.45am. Enter the Lower Site through an entrance on the Alban Way. Please approach the gate from the Dellfield/Camp Road bridge side of the Alban Way.	Collection at 3.15pm from the gate on the Alban Way.
<b>Reception</b>	Drop off from 8.45am - 9.00am at the Camp Road gate.	Collection at 3.05pm from the Camp Road gate.
<b>Year 1</b>	Drop off from 8.45am - 9.00am at the Year 1 entrance. Access from Vanda Crescent and parallel to the Alban Way.	Collection at 3.10pm from the Year 1 entrance.
<b>Year 2</b>	Drop off from 8.45am - 9.00am at the main entrance on Vanda Crescent.	Collection at 3.10pm from the main entrance on Vanda Crescent.

Upper Site	Drop Off	Collection
<b>Year 3</b>	Drop off from 8.45am - 9.00am at the Alban Way gate at the Upper Site.	Collection at 3.20pm at Alban Way gate at the Upper Site.
<b>Year 4</b>	Drop off from 8.45am - 9.00am at the Camp Road gate at the Upper Site.	Collection at 3.20pm at the Camp Road gate at the Upper Site.
<b>Year 5</b>	Drop off from 8.45am - 9.00am at the main entrance gate on Cecil Road.	Collection at 3.20pm at the main entrance gate on Cecil Road.
<b>Year 6</b>	Drop off from 8.45am - 9.00am at the main entrance gate on Cecil Road.	Collection at 3.20pm at the main entrance gate on Cecil Road.

### **Catering**

The kitchen will be fully open providing a hot meal for all children in Reception and Key Stage 1. In Key Stage 2, parents who would like their child to have a school meal should pre-order as normal. We will continue to use the same colour coded menu from Hertfordshire Catering Limited (HCL).

### **Before and After-School Club**

Before and After-School provision will resume from Monday 7<sup>th</sup> September and the enrichment programme will resume on Monday 14<sup>th</sup> September. Children will be kept in their wider bubbles where possible and the wider protective measures in school will be adopted. Further information will follow this week.

If you have any questions regarding the above please contact the school office at: [admin@ssasjm.herts.sch.uk](mailto:admin@ssasjm.herts.sch.uk)  
Parents should continue to use these contact methods in September and refrain from coming into the office until further notice.

Once again, thank you for your support during the recent challenging months.

Mrs Moore and Mrs Porter