



# St Augustine of Canterbury Catholic Primary School

Headteacher:  
Mrs L Prestidge  
Tel: 01634 371892  
Email: [office@staugustine.medway.sch.uk](mailto:office@staugustine.medway.sch.uk)

Deanwood Drive  
Rainham  
Gillingham  
Kent  
ME8 9NP

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Dear Parents and Carers,

I hope you have all had a good week. I am writing to share with you further details regarding our reopening to all children in Years 1 to 6 on the 7<sup>th</sup> September. The children joining us in Year R in September will start on Monday 14<sup>th</sup> September.

The safety and well-being of our children, staff and wider community remains at the core of everything we do. Since the 1<sup>st</sup> June, we have been working hard, following the latest government guidance, to develop and implement a number of new ways of operating. This has allowed us to open as safely as possible, focusing on measures that have helped limit the risk of COVID-19 transmitting within our school.

Since the Government announcement to welcome all children back this autumn, schools have been asked to minimise the number of contacts that a child has during the school day as part of implementing the system of controls outlined within the Government guidance to reduce the risk of transmission. As part of planning for our full return in the autumn term, we have revisited and updated our risk assessments to consider the additional risks and control measures to enable a return to full capacity in the autumn term. We have proportionate control measures to reduce the risks and will continue to make our best efforts; it is important that you understand that children (even older children) will not be able to social distance. We have systems of control: protective measures including hygiene, keeping groups of children together in class bubbles, good respiratory hygiene, enhanced cleaning, and having staggered drop off and collection times to help minimise the risk. As I am sure you understand; these are systems of control: protective measures and not guarantees; our Risk Assessment and procedures will be reviewed and amended if necessary.

The following information is provided to support you to plan for your child's return in September:

Staggered arrival			
8:45am	8:55am	9:05am	9:15am
KS1 only siblings and KS1	Siblings in KS1 and KS2	KS2 only siblings	KS2
Staggered release			
3:10pm	3:20pm	3:30pm	3:40pm
KS1 only siblings and KS1	Siblings in KS1 and KS2	KS2 only siblings	KS2

### Staggered start and finish procedures

The table above will be in place as we are continuing to stagger our start and finish times to keep groups apart as they arrive and leave school. A staggered start and finish time will require parents and carers to socially distance from others arriving in school. Gathering at the school gates and otherwise coming onto the site without an appointment is not allowed. Please note the staggered start and finish time allocations carefully; sibling groups are separated into families with children in the infants and separate times for siblings who may both be in the juniors etc. For example, if you have one child in Year 1 and one child in Year 2 you will be arriving at 8.45am and collecting at 3.10pm. Another example, if you have one child in Year 2 and one child in Year 5 you will be arriving at 8.55pm and collecting at 3.20pm. If all of your children are in the Juniors (KS2) you will be arriving at 9.05am and collecting at 3.30pm. Therefore, the final arrival time of 9.15am is for children who are in Key stage 2 with no siblings in school.



- School will be open Monday to Friday to all children.
- Families must use the main school gate for site access (the alleyway gate will not be opened). Parents must follow the one-way system through the staff car park to drop off and collect your child(ren) on the playground.
- Families must remain 2m away from other families during drop off and collection of children;
- Only one adult per child is permitted on the school grounds for drop off and collection. We advise that only 1 parent/carer drop off and collect; to avoid waiting at the school gate. Parents **must not** gather at entrance gates or playground. If you have younger siblings with you during drop off or collection you must keep them with you and not allow them to run around the playground or go on the equipment.
- Upon arrival, under the direction of a member of staff, your child will line up on their Year group line on the playground and be led in to their class bubble (where possible the classroom external doors will be used to enter and exit the school). We ask that you leave the playground promptly; continuing to adhere to social distancing.
- At the end of the day, the children will line up on their year group line on the playground; upon direction of a member of staff they will walk to you when you reach the front of the 'queue'. We ask that you leave the playground promptly; continuing to adhere to social distancing.
- There is no storage for scooters and/or bicycles at the moment.
- Parents/Carers are NOT permitted to enter the school building. If you need to speak to a member of staff please email the office or class email address and they will respond.
- Everyone must wash their hands (soap/water or hand sanitiser) on entry to the school. We have developed routines to ensure children understand when and how to wash their hands, making sure they wash them thoroughly for at least 20 seconds using running water and soap and dry them thoroughly, or use hand sanitiser ensuring that all parts of the hands are covered.

### Class Bubbles

The children will be in a year group 'bubble' with children in their class. Therefore, we will have seven bubbles (Year R Bubble, Year 1 Bubble, Year 2 Bubble etc). This is to maintain consistent groups to reduce the risk of transmission by limiting the number of children and staff in contact with each other. Maintaining 'Bubbles' that do not mix makes it quicker in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.

- Children must bring in their own water bottles (labelled).
- Children may bring in a sensible size bag (children in the Infants will need to have the school book bag) and necessary school equipment from home.
- Children will be given a Home Contact book in September.
- Children will be assigned school equipment for their own personal use in school (pencil, pens, ruler etc)
- Children should have long lasting sun cream applied in the morning at home if required.
- In class, children will sit in forward facing rows, sitting side by side.

### Breakfast and After School Provision

Following the guidance regarding to 'Bubbles' we will not be able to open our Breakfast and After School Club provision at the start of the new school year. It has been recognised that opening them at the beginning of term would be logistically challenging for schools, particularly for our provision which would normally offer support across all year groups. Therefore, we will continue to consider how we can make such provision work alongside our wider protective measures. Please note that we do intend to open our Breakfast and After School Clubs again (hopefully before the end of Term 1) but this will only be possible once we have further information. Therefore, in September, we will send out a survey to parents and carers to establish the interest across the different bubbles and how this may be organised. When we do open Breakfast and After School Clubs again; we will limit the number of children attending either provision or parents and carers will need to book at least one week in advance (no exceptions) once the provision resumes.

### Lunch

To keep the 'bubbles' from mixing, we will have staggered break and lunch times. It is important that if you are preparing a home packed lunch for your child, you ensure that you include food that they can open without assistance. Some packets, drinks and yoghurt designs are difficult for young children to open independently; please avoid these if you know that your child is unable to open them unaided as our Mid-Day Meal supervisors will need to maintain a distance from the children.

- Chartwells will provide cold packed lunches from Monday 7<sup>th</sup> September to Thursday 10<sup>th</sup> September, with fish and chips available on Friday 11<sup>th</sup>. From Monday 14<sup>th</sup> September, there will be a hot food offer every day, but this may be on rotation to certain year groups with cold packed lunches being offered to some. More information to follow.



- Children who bring in their own lunch from home may bring in a **labelled** lunch bag; please ensure that this is a sensible size.

### Uniform

From September, the children will need to resume wearing their school uniform. During Term 1, this may be the winter or summer uniform. We have recently sent a Parentmail link to Uniformbase in Chatham to assist you in purchasing uniform if you need to. We have a small stock of school ties, bags and water bottles which you can purchase via Parentmail and we can give to your child in school.

- To reduce the need to bring PE kit bags into school and avoid the children changing for PE and risk potentially mixing uniform with other children; the children should wear their PE kit to school on the days that they have PE only. The PE Kit should be a school PE kit of white T-shirt (preferably with the school logo) navy plain shorts, navy plain tracksuit bottoms, navy plain sweatshirt or jacket (hoodie). It is not necessary to buy branded sports wear and this is not encouraged. In September, your child's teacher will let you know when they have PE.

### Systems of Control: Prevention

- Lessons to promote children's understanding of good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach and ensuring a good supply of tissues and bins throughout the school.
- An enhanced cleaning schedule, ensuring surfaces touched by children and staff are cleaned regularly and throughout the day, including table tops, door handles and equipment.
- Clean hands thoroughly more often than usual; we have been building these routines into school culture, supported by behaviour expectations and helping ensure younger children and those with complex needs understand the need to follow them.
- Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
- Minimise contact between individuals and maintain social distancing wherever possible.

### Children or adults who display symptoms

Children or adults who display coronavirus symptoms, or who lives with someone who does, **must not attend school**. Parents must inform the school immediately if your child is not in school due to COVID-19 symptoms.

If your child presents with symptoms whilst in school they must be collected **immediately** (please ensure we have up to date contact details). When a child is waiting for collection they will be in a separate room from the other children and staff. When you collect your child you will be asked to wait at the green security gate and not enter the school - your child will walk out to you upon your arrival.

*If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.*

**As parents and carers you need to understand that you will need to be ready and willing to:**

- **book a test** if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- **self-isolate** if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)



Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet.

### **Curriculum**

We have been able to offer high-quality remote education opportunities since the 23<sup>rd</sup> March. Learning will not be uploaded onto the VLE over the summer break; however, there is an extensive quantity of resources available on our website through the Home Learning pencil. The children will also be able to access their subscriptions to Mathletics, Phonics Play and other subscriptions which may have been arranged by Mrs Liggins.

When we return in September, we will resume a broad and balanced curriculum whilst taking into consideration assessments to prioritise identifying gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics).

### **Transport**

We are encouraging parents and children to walk or cycle to school where possible. Parents and carers are not permitted to use the staff car park and must park safely on the road. If you have concerns or require assistance, please contact [office@staugustine.medway.sch.uk](mailto:office@staugustine.medway.sch.uk).

Families using public transport should refer to the [safer travel guidance for passengers](#).

### **Attendance expectations**

School attendance will be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply.

### **Flu Vac**

The Immunisation Service will be delivering the childhood flu nasal spray vaccination to children in Year R to Year 6 inclusive on Friday 11<sup>th</sup> December 2020.

We are aware that some families may be reluctant or anxious about returning to school. If this is the case, I ask that you contact me as soon as possible through the office email [office@staugustine.medway.sch.uk](mailto:office@staugustine.medway.sch.uk) to enable us to put the right support in place to address this.

I apologise for the length of this letter; I feel that it is important to share as much information as I can at this stage to support our working together to enable a smooth transition into our 'new normal' in September.

I would like to thank all of our amazing staff, families and governors for your continued support during this difficult time.

Yours sincerely

Mrs L Prestidge  
Headteacher and Designated Safeguarding Lead

