



HEADTEACHER: Mr A.G. Neenan

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"With Jesus as our guide; we love, live and learn together."

21<sup>st</sup> July 2021

Dear Parent / Carer

## Y1-Y6 SCHOOL OPENING FROM MONDAY 6<sup>th</sup> SEPTEMBER

I hope that this letter finds you and your families all well. We have experienced a most unfortunate and disappointing end to the school year as a result of the impact that COVID infection has had on our school community. I sincerely hope that next year all of our pupils will get to experience a full school year with as little disruption as possible.

You may be aware from media coverage that the Department for Education is changing the operational guidance for schools when we return after the summer holiday. As I am sure you would expect, we will be proceeding with caution when our children return in September as the rate of infection continues to rise rapidly and it is possible that the guidance for schools may well change in the meantime.

### **Coronavirus Positive Test Result:**

Parents will need to notify school if your child develops COVID symptoms **tomorrow** (Thursday) or on **Friday 23<sup>rd</sup> July** and then subsequently tests positive on a **PCR test**.

School has to report any cases linked to school to Public Health and take advice about identifying pupils who are **contacts of a confirmed COVID case** to advise parents to isolate their child.

If your child tests positive on a **PCR test within the first 2 days after school closes** then please inform school by emailing our school office: [headteacher@holyname.sandwell.sch.uk](mailto:headteacher@holyname.sandwell.sch.uk).

Thank you for your help and cooperation with this request.

Please note that if your child develops symptoms from **Saturday 24<sup>th</sup> July** onwards you will not need to contact the school during the holiday period if your child tests positive. Instead, book a test quickly and engage with NHS test and trace services directly.

### **Isolation Guidance:**

If a member of your **household** has any **symptoms** related to **COVID** then everyone in your household **must isolate** until a COVID test result for the symptomatic person is received.

The **10-day isolation period** count starts from the day **AFTER** the first person in your house developed symptoms or, if they do not have symptoms, from the day their test was taken. It is a **legal requirement** to self-isolate if you test positive or are told to self-isolate by **NHS Test and Trace**. You could be fined if you are identified as a contact of someone with COVID-19 and do not to stay at home and self-isolate.

If a member of your **household** has any **symptoms** related to **COVID** then everyone in your household **must isolate** until a **PCR test** result for the symptomatic person is received.

### **ATTENDANCE:**

School attendance continues to be mandatory. All pupils will be expected to be in school full time and we will be implementing our usual attendance monitoring procedures including home visits as appropriate.

## **TIMES OF THE SCHOOL DAY:**

We will be returning to our pre-COVID times for the school day. These apply to all pupils. We will no longer be staggering our entry and dismissal arrangements by family surname.

**Every morning** the school gate will be opened for **all pupils** at **8.45am**.

Registration for all children opens at **8.45am** and closes at **9.00am** in the morning.

All children should be in class by **8.55am**.

Lessons start at **9.00am** in the morning.

At hometime, the green gate (labelled emergency) will be opened for all parents at **3.15pm**.

Please do not arrive at the school premises before **3.15pm** to avoid queueing unnecessarily.

## **SCHOOL EXPECTATIONS FOR DROP OFF / COLLECTION:**

- Only **ONE ADULT** should bring their child / children to school. As far as possible, please **do not bring any other children with you** who are not attending school.
- Do not arrive at the school premises before **8.45 am** or **3.15pm** as this will prevent close contact with other parents and help to reduce the potential risk of COVID infection.
- **Please do not request to speak with any members of staff 'at the gate' or on the playground** as it is essential that all parents (and pupils) enter and exit the school premises as quickly as possible and avoid close contact to try to reduce the potential risk of COVID infection.
- You will need to **phone** or **email** the school office to request a telephone conversation if you need to speak to your child's class teacher or pass on any information.
- Parents are asked to observe social distancing and not gather in groups at the school gate or on Cross Lane.
- Parents will not be permitted to enter the building (including the office hatch) **without an agreed prior appointment**.
- No late drop off or early collection can take place unless it is an emergency.
- The school site will be closed to everyone from **9.00am – 3.15pm** (other than for Nursery parents to collect their children at **11.45am**).
- It is essential that you fully supervise your child at all times. No children should be running on the school premises at hometime or move off the main path as they leave the premises.

## **DROPPING OFF ARRANGEMENTS:**

- **Y1 – Y6** children will continue to walk from the Emergency Gate (site entrance) to the main school entrance **by themselves** (they will be fully supervised by our staff).

## **COLLECTION ARRANGEMENTS:**

We will be continuing with our **one-way system of designated collection points** for each class as this enables us to keep the children indoors in the case of inclement weather and we have also found this system to be more efficient and safer as it is easier for our staff to supervise the 'handover' to parents at hometime.

There will no requirement to queue, please arrive at the school premises at **3.15pm** (not before) and you will be guided by a member of staff to follow the left-hand path down the side of the school building (towards Helping Hands) to the playground to collect your child / children.

Please see the attached **hometime map** if you need to familiarise yourself with the collection points for each class.

**Y5** and **Y6** will be dismissed from the pupil entrance (wooden doors) by the school hall at the front of school in the event of inclement weather.

N.B. **Y5** and **Y6** parents will still need to follow the one-way system around the school site to get to the pupil entrance (wooden doors).

### **COMMUNICATING WITH SCHOOL:**

- Parents will not be permitted to enter the building (including the office hatch) **without an agreed prior appointment.**
- Almost all home / school communication will take place via **phone call** or **email** (there will be no face to face meetings – in exceptional circumstances Microsoft Teams will be used).
- School will continue to communicate with parents via phone, email, texts and the school website.

### **FACE COVERINGS:**

To reduce the risk of cross-contamination and possible COVID transmission from the incorrect use and disposal of **face coverings** these **are not permitted to be worn by pupils in school.**

There has never been a government requirement for primary school pupils to wear face coverings in primary schools.

If your child does wear a face covering to travel to school, then it is the responsibility of the parent to remove their child's face covering safely before their child enters the school site.

Any parents or visitors entering the school building (by prior agreement) **will be required to wear a face covering** unless there is a valid reason for exemption.

### **UNIFORM:**

Our usual school uniform requirements will continue to be expected in September. Our school uniform policy can be viewed on the school website.

Please ensure that your child has their **full PE kit** in school **at all times** and a **tracksuit** which can be worn for outdoor PE. We will continue to prioritise outdoor sessions for **P.E.** in the first instance.

### **PUPILS' BELONGINGS AND EQUIPMENT:**

The only items which your child should bring to school are:

- A coat and hat
- P.E. Kit
- A packed lunch (if you have not requested for school to provide your child with a hot meal)
- A reusable water bottle (which is filled up at home and taken home and cleaned every day)
- A fruit snack for morning break (if you wish)

## NO OTHER ITEMS SHOULD BE BROUGHT INTO SCHOOL.

All clothing and reusable items should **clearly labelled** using your child's full name.

Any water bottles left in school overnight will be disposed of for hygiene control.

### **HYGIENE CONTROLS:**

A strong emphasis on hand hygiene will continue to be actively promoted in school with handwashing and hand sanitising being a priority throughout the day.

All classrooms have:

- a sink area with running water
- soap and sanitiser dispensers
- paper towels
- boxes of tissues
- alcohol wipes

N.B. Please notify school if your child has any **allergies** relating to any hygiene products such as hand sanitiser or alcohol wipes.

Children will be instructed to wash or sanitise their hands:

- Upon entering school
- Before leaving school
- Before and after break and lunch
- Before and after eating
- Before and after the use of any equipment e.g. laptops.

Children will be supervised to do this by our school staff and reminded of the correct methods by posters in the toilet areas and around school.

### **Other hygiene measures:**

- Cleaning takes place frequently e.g. 'touch' points.
- Toilets are cleaned frequently and there is a limit to the number of pupils allowed into a toilet area at any one time.
- Hand sanitiser stations are set up at points of entry to the school site.
- Staff have received training and guidance to assist with the safety of all staff and pupils.

### **MIXING AND 'BUBBLES':**

At the time of writing, the Department for Education are no longer recommending that it is necessary to keep children in consistent groups ('bubbles').

The overarching principle of 'bubbles' is to try to reduce mixing between pupil groups and staff in order to **keep the number of individuals that would be required to isolate as small as possible** in the event of a COVID case being confirmed in school, by limiting contact to only those within the 'bubble'.

In light of the rapidly rising rate of infection, it is too early to make an informed decision about whether to fully remove some of the measures that we have implemented during this school year to enable 'bubbles' to operate such as:

- Only gathering as a whole school for assemblies ‘virtually’
- Only one class celebrating mass at a time in school
- Staggered breaktimes and lunchtimes
- Designated playground zones for each class

We will make an informed decision about staggering breaktimes and lunchtimes / hall dining arrangements immediately before we reopen in September as it seems likely that further guidance may be issued by the Department for Education during the summer holiday in response to current infection data at that time.

### **CLOSE CONTACTS AND ISOLATION:**

This is the current guidance for the Department for Education:

*From **16th August 2021**, children **under the age of 18 years old** will no longer be required to self-isolate if they are contacted by **NHS Test and Trace** as a close contact of a positive COVID-19 case.*

*Instead, children will be contacted by **NHS Test and Trace**, informed they have been in close contact with a positive case and advised to take a **PCR test**. We would encourage all individuals to take a PCR test if advised to do so.*

Schools will hopefully receive further clarity about how this guidance will operate in practice before September.

### **HELPING HANDS BEFORE AND AFTER SCHOOL PROVISION:**

Our before and after-school provision provided by Helping Hands will be available on the school premises.

Please contact Helping Hands directly if you wish to book this provision:

Sam: 07904942281  
 Michelle: 07737535967  
 Club Phone: 07806774275  
 Email: [helpinghands.childcare@hotmail.com](mailto:helpinghands.childcare@hotmail.com)

### **RETURN TO SCHOOL FORM:**

To support all of our children’s return to school, we have created an online **wellbeing** form for **all parents** to complete to keep us **fully up to date about your child** in preparation for September – the responses will be monitored during the summer holiday.

There is a section on the form for any queries – these will be responded to on the school website, via email or on a case by case basis depending on the nature and number of any private or common queries.

Please click on the link below to open the wellbeing form:

**[WELLBEING PUPIL FORM](#)**

Please check any school website updates here:

**[FREQUENTLY ASKED QUESTIONS FEEDBACK](#)**

We would like to thank you for your cooperation and assistance. We have had a very challenging school year but we have made it through! I am very much looking forward to seeing all of our pupils and families again in September. I hope that you and your families have a super summer together.

Yours sincerely

*A. Neenan*

Mr A. G. Neenan  
Headteacher