



*St Therese's Catholic Primary School*  
*(Diocese of Menevia)*  
'Be Joyful, Learn and keep the Faith'



17<sup>th</sup> June 2020

## Planning for school reopening

Dear Parents and Learners,

You will be aware of Education Minister Kirsty Williams's recent statement that schools are to reopen at the end of June for a period of 3 or 4 weeks. The key points from this announcement were as follows:

- Pupils to begin to return to school in phases from Monday 29<sup>th</sup> June.
- An extension of the summer term by one week to Monday 27<sup>th</sup> July (Yet to be confirmed)
- No more than a third of pupils to be in school at any time.
- Online learning for all children will continue.
- Nearly all pupils will have the opportunity for some face-to-face contact with school before the summer.
- Parents are able to choose whether to send their children in, without any repercussions if they wish for their children to remain home until September.

At St. Therese's, we have been preparing diligently for some time behind the scenes for the safe re-opening of our school. We have been working closely with the Local Authority and colleagues in other schools and following Welsh Government guidance to ensure that when we do reopen, we do so with the most robust safety measures in place. This process takes time, so thank you for your patience and understanding on this.

We all need to be mindful that the risks associated with coronavirus have not gone away and consequently we must all recognise the need to maintain good hygiene, hand-washing and social distancing. As such, it will **not be business as normal** in schools. There will be many changes for which you will have to prepare your children. Understandably, some parents and pupils may feel apprehensive about the risks associated with returning to school. It is important to remember that, with adherence to guidelines, the risks will be minimised, and provision will be safer. We will do everything that we can to minimise social contact between the children whilst in our care, however we cannot offer any guarantees of this.

*N.B: If you have any special requirements when visiting us or require written material in a different format which we need to consider, please contact the school.*

Acting Headteacher: **MS F SARTORI**

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The main points of action will be as follows:

1. Following guidance from the Local Authority, and due to ongoing COVID-19 shielding staffing issues, there will be **NO weekly provision** for Nursery and Reception pupils in the initial reopening phase of schools. However, should enough parents express an interest, then we will make every effort to provide a 'check-in, catch-up', reintroduction session for reception and nursery children some time before the end of term.
2. There will be limit the number of pupils and staff in attendance each day. It is likely that we will be able to invite no more than a quarter of our pupils into school on any one day. As a result, pupils should expect to attend school for one day each week.
3. Pupils are likely to be grouped in small groups (bubbles) of no more than 8 and will remain with that group and one teacher throughout the day.
4. Movement around the school will be limited to what is necessary. Outdoor learning will be encouraged.

**Please note:** Guidance can change at any point, so much of what we are proposing in this letter would then need to be reconsidered.

I am aware that after reading this you may have questions about school reopening. Please read the '**Questions and answers**' section below which offers a detailed explanation of our proposed procedures and plans for the reopening of St. Therese's Primary School. However, if you still have a question, please contact your class teacher for advice.

If you decide after reading the question and answers section that you would like your child to attend school, please register your interest on the form below. After you have registered your interest, you will be contacted by your class teacher with the day of the week that your child will be able to attend school. This will allow us to make the necessary arrangements for the reintegration of pupils back into school life.

[https://forms.office.com/Pages/ResponsePage.aspx?id=Ug4\\_TzS3ZEGUCRtgHRR5k4CEaUnUkCdKISYx89inJT5UQVBHWVRKNzFNV0hOSDdTT1U4TDVSMjFPMi4u](https://forms.office.com/Pages/ResponsePage.aspx?id=Ug4_TzS3ZEGUCRtgHRR5k4CEaUnUkCdKISYx89inJT5UQVBHWVRKNzFNV0hOSDdTT1U4TDVSMjFPMi4u)

Regardless of whether you child attends school or not in the coming weeks, please be assured that there is extensive work going on at present to ensure that home/school education provision is of the highest quality as we all continue to adapt to this way of working. Thank you for your patience during these uncertain times. Please take care and stay safe.

Yours faithfully,

F. Sartori

**PLEASE READ THE QUESTION AND ANSWER SECTION BELOW OUTLINING IN DETAIL OUR PLANS FOR REOPENING THE SCHOOL**

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## St. Therese's Primary School - Information for Parents

<b>Questions I may have</b>	<b>School's response based on current guidance from the Local Authority and Welsh Government – this is subject to change.</b>
Will the site look different?	<p><b>Yes.</b></p> <p>There will be a number of changes made to help support social distancing and personal hygiene:</p> <ul style="list-style-type: none"> <li>• Distance line markers (like at the supermarket) and signage will be on view to help children to keep 2M apart, both inside and outside the building.</li> <li>• All classrooms have been re-configured to ensure social distancing.</li> <li>• Soft play and absorbent resources have been removed from all areas of the school.</li> <li>• Climbing equipment has been taped off.</li> <li>• Hand sanitising stations will be placed at entry points and in classrooms. Children will be directed to use these stations, including handwashing frequently throughout the school day.</li> </ul>
Will my child be able to come into school every day?	<p><b>No</b> – unless both parents are key workers. (See Neath Port Talbot LA Guidance on this)</p> <ul style="list-style-type: none"> <li>• Following guidance from the Local Authority, and due to ongoing COVID-19 shielding staffing issues, there will be <b>NO weekly provision</b> for Nursery and Reception pupils in the initial reopening phase of schools. However, should enough parents express an interest, then we will make every effort to provide a 'check-in, catch-up', reintroduction session for reception and nursery children some time before the end of term.</li> <li>• To maintain social distancing, we cannot fit every child in. Under Welsh Assembly Guidance, the school must never be more than 1/3 full. Consequently, <b>children in Years 1-6 will be allocated one day per week to attend school</b>. The class teacher will notify you of this day if you have expressed an interest in returning.</li> <li>• For the remainder of the week, pupils are expected to continue home learning using the home learning activities/packs provided on the school website.</li> <li>• The school will be open Monday, Tuesday, Thursday and Friday. It will be closed to all pupils (apart from those of key workers and designated vulnerable pupils) on a Wednesday for a deep-clean of the school.</li> <li>• Children of 2 key workers and designated vulnerable pupils will be able to attend every day. Please email/phone the school if you feel you are eligible.</li> </ul>

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Do we drop our children off and pick them up as normal?

**No.**

To maintain social distancing, guidance stipulates that we must now have a staggered start and end to the school day. Please see below for allocated times for your class:

Pupils should arrive and be collected at:

<b>YEAR 1</b>	<b>Drop off</b> – 9.00 am at the Main Hall school door.	<b>Collect</b> – 3.10 pm at the Main Hall school door.
<b>YEAR 2</b>	<b>Drop off</b> – 8.30 am at the Main Hall school door.	<b>Collect</b> – 2.40 pm at the Main Hall school door.
<b>YEAR 3</b>	<b>Drop off</b> – 8.30 am at the classroom fire exit door (Opposite the church)	<b>Collect</b> – 2.40 pm at the classroom exit door (Opposite the church)
<b>YEAR 4</b>	<b>Drop off</b> – 8.40 am at the Main Hall school door.	<b>Collect</b> – 2.50 pm at the Main Hall school door.
<b>YEAR 5</b>	<b>Drop off</b> – 8.50 am at the Main Hall school door.	<b>Collect</b> – 3.00 pm at the Main Hall school door.
<b>YEAR 6</b>	<b>Drop off</b> – 8.40 am at the classroom fire exit door (Opposite the church)	<b>Collect</b> – 2.50 pm at the Year 6 fire exit door (Opposite the church)

- All children will be expected to enter the school independently.
- All children will have their temperature taken by the class teacher with a digital thermometer gun to ensure it is not 38C or above. Pupils with a high temperature will not be permitted to enter the school site.
- All children need to wash hands when they enter the school building.
- If your child is late, they will need to buzz in via the main entrance. They will then be collected by a member of staff and dropped off to their respective learning 'bubble'.
- All parents and carers must move away immediately and exit the school site to enable other parents to drop and pick their children up whilst also maintaining the 2M distance rule.
- Adults should not congregate either on site or outside the school gate and must maintain social distancing at all times.
- **Please note:** If any child is experiencing difficulty separating from parents at the school door and will not enter the school building independently, then unfortunately at this time, member of staff will now not be able to intervene due to social distancing measures. Verbal support will however be offered.

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<p>Will my child's class size be different?</p>	<p><b>Yes.</b></p> <ul style="list-style-type: none"> <li>• There is expected to be a maximum of 8 pupils per class. This will enable social distancing measures to be put into place.</li> <li>• Pupils will remain in consistent, self-contained groups or 'bubbles' every week. These will be for learning, for catering provision and recreational or play times. This is why your child has been allocated a specific day to access school provision.</li> <li>• No bubble groups will mix with other pupils throughout the school. Each child will stay with their group and only their group for the duration of the school day. They will be taught by the same teacher each week and not mix with other staff.</li> <li>• Playtimes will be staggered as class groups/bubbles cannot mix.</li> </ul>
<p>Will my child be seeing their regular teacher?</p>	<p><b>Yes-</b> but it cannot be guaranteed.</p> <ul style="list-style-type: none"> <li>• It will be dependent on COVID-19 staffing issues. However, we will always try to place your child with someone he/she is familiar with.</li> <li>• Welsh government advice is that children of 2 designated keyworkers who will be attending school every day will not have access to their class teacher. They will instead be taught in a separate '5 day' school hub bubble. Social bubbles are not permitted to mix at this point so these pupils will need to be taught separately from their main class bubbles.</li> </ul>
<p>As a parent, can I come into school building to see the class teacher or Head teacher?</p>	<p><b>No</b> – not without a prior appointment.</p> <ul style="list-style-type: none"> <li>• Parents or visitors should only visit the Front Office by prior appointment. It is preferable that you discuss issues over the phone. However, should you need to collect your child due to an emergency or enter school for another reason, then only one person will be permitted in the front foyer at a time. The glass office panel will remain closed at all times.</li> <li>• Medical forms can be filled in over the phone or the form will be available on the school website. This can then be emailed to school.</li> </ul>
<p>Will my child be accessing the normal curriculum in school?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• Welsh Assembly Guidance has specified that schools reopening will be to initially focus on understanding, identifying and responding to pupils' mental health and emotional health and wellbeing needs.</li> <li>• We will support the learning structures that are being shared for home learning, but staff will be able to lead this learning and offer individual support and additional challenge.</li> </ul>

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<p>Will additional hygiene procedures be put in place?</p>	<p><b>Yes.</b> Public health advice is the basis for the following changes:</p> <ul style="list-style-type: none"> <li>• We will provide children with their own set of equipment e.g. pen and pencil as they cannot share. <b>No other equipment e.g. mobile phones, backpacks or soft toys should be brought into school.</b></li> <li>• School packed lunch must be provided in a carrier bag which can then be thrown away. No lunch boxes please. 1 labelled water bottle is permitted.</li> <li>• Children will be allocated a desk that only they will use. They will keep their coat on the backs of their chairs and their labelled water bottle on their desk.</li> <li>• All soft toys and any other resources that would require cleaning after every use will need to be removed. This would include building blocks or other construction resources, toy cars, Lego, counting resources, bead threading, plasticine/play dough, sand and water etc. Soft furnishings, for example pillows, bean bags and rugs have been removed.</li> <li>• Hand sanitising stations will be located in all classrooms and main areas of school. Every classroom has a sink for hand washing.</li> <li>• Hand-washing posters are on display in all bathroom areas and reminders will be given often.</li> <li>• Tissues will be available in each classroom and we will remind of Catch it, Bin it, Kill it.</li> <li>• Desks will be cleaned throughout the day.</li> <li>• Other frequently touched points will be cleaned throughout the day.</li> <li>• Our cleaning team will complete a thorough clean of all areas at the end of the day and at the end of each week. On a Wednesday school will be closed and there will be a deep clean of the school.</li> <li>• We will not be sending reading books home daily to share or be able to maintain a daily home reading record.</li> <li>• All pupils will be allocated with their own laptops/iPads which will be cleaned at the end of every day.</li> </ul>
<p>Will home learning activities continue to be provided by the school?</p>	<p><b>Yes.</b></p> <ul style="list-style-type: none"> <li>• Home learning will continue as it is currently with learning grids and topics placed on the school website and Oak Academy English/Maths lessons being promoted.</li> </ul>
<p>Will there be 'live' lessons provided by the class teacher for my child to watch at home?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• Teaching Union guidance stipulate that 'live' lessons or 'live' teacher/pupil' interactions are not permitted online for safeguarding reasons.</li> <li>• As a school we are actively exploring other methods which may permit our teachers to record a lesson/activity and then share this with pupils online.</li> </ul>

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<p>Now that schools are reopened, will the class teacher still be able to help me with my child's learning at home?</p>	<p><b>Yes</b> – But only on a Wednesday</p> <ul style="list-style-type: none"> <li>• Teachers will now be teaching in school so will be unavailable to answer any school learning queries immediately throughout the school day. However, Schools will be closed on a Wednesday for a deep clean. This will mean that teachers are available to answer your emails and Dojo's at this point.</li> <li>• In some cases, teachers may be able to provide support straight after school, but this is not guaranteed.</li> <li>• If you have an urgent unrelated school learning matter that needs to be dealt with, please phone the school office.</li> </ul>
<p>Will my child's wellbeing be considered?</p>	<p><b>Yes.</b></p> <ul style="list-style-type: none"> <li>• A clear focus of the check in, catch up and preparation stage of school's re-opening will be upon the emotional health and wellbeing needs of children and young people. Having regular contact with school staff is likely to result in a smoother, less problematic transition back into formal education for pupils at a later point.</li> <li>• The mental health and wellbeing of the children is important and as part the curriculum, we will be talking to children about mindfulness activities. We will be using well established programmes to support healthy minds.</li> <li>• If the weather is good, children will take part in a daily mile walk and other physical and well-being activities outside when possible. Social distancing will be explained to the children and we would aim that children follow social distancing whilst moving outside. Learning outdoors will be encouraged when reasonably able to do so considering curriculum and weather.</li> </ul>
<p>What about my child using the toilet? Will there be measures in place to protect him/her?</p>	<p><b>Yes</b> - The local authority recommends that, where possible, the following protocols are observed:</p> <ul style="list-style-type: none"> <li>• Pupils to use toilets 'one at a time' and not to use urinals.</li> <li>• Warm water and soap are available at all times, in all cloakrooms/toilets for pupils and staff.</li> </ul>
<p>Will the school still provide hot dinners?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• There will be no hot dinners provided so children must bring their packed lunch in their own labelled carrier bag which can then be thrown straight into the bin. No lunchboxes please.</li> <li>• Please also provide your child with a labelled water bottle from home every day as school water fountains are now closed. Water bottles must not be shared.</li> <li>• <b>Please note:</b> Pupils who are entitled to receive free school meals will already have been provided with money for this from the Local Authority so it is expected that these families must also now provide their children with a packed lunch. There is no provision in school otherwise for free school meal pupils.</li> </ul>

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<p>Will lunchtime provision be the same as a normal school day?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• Children will remain in their bubble group at lunchtime and they will eat lunch in their classroom or outside when appropriate.</li> <li>• Children will not be able to mix with other children in other bubble groups during any part of the school day including break times and lunchtimes. They will be allocated the same Lunch Supervisor every day.</li> <li>• Throughout the staggered lunchtime, Lunch Supervisors will be in designated areas of the playgrounds allowing each group to come out in separate areas and play. This will allow staff to be released for a 30-minute lunch break.</li> </ul>
<p>Will my child have to wear uniform?</p>	<p><b>It is up to you as a parent.</b></p> <ul style="list-style-type: none"> <li>• Your child can wear uniform, but we do not want parents buying new uniform for this short period of time.</li> <li>• Please wear something comfortable and trainers because outdoor learning and physical activities will be promoted.</li> <li>• Please be advised that if your child cannot do laces then this is inappropriate footwear at this time. Velcro is preferable. Guidance prevents staff from tying any laces up.</li> </ul>
<p>What happens if my child is injured on site? Will they still get first aid?</p>	<p><b>Yes.</b></p> <ul style="list-style-type: none"> <li>• The named first aider will attend to your child and you will be contacted if the injury is significant. The staff member will wear PPE, gloves, apron and facemask to protect your child and themselves. This treatment area will then be sanitised.</li> </ul>
<p>What happens if you have a case of Covid-19 in the school setting?</p>	<p><b>Current guidance states:</b></p> <ul style="list-style-type: none"> <li>• If a child or adult develops symptoms at home, they should <b>not enter the school</b> site and you must seek advice by telephoning 111. Parents should contact the office to keep us informed of any absence in the usual way.</li> <li>• If a child develops symptoms in school, parents would be contacted to collect their child immediately. The child will be attended to by an adult who will wear PPE gloves, apron and face mask/visor if there is a risk of bodily fluid. Parents would be advised to contact 111 and request a test.</li> <li>• If a positive test result is received – the group that child was in, including staff, would be sent home to isolate for 14 days. All areas connected with that group would be deep cleaned.</li> <li>• If a cluster of case is suspected or confirmed, school may be closed for a period of time to allow for a deep clean.</li> <li>• If a negative result is received – we will discuss with parents when it would be appropriate for the child to return. However, tests are only 60% accurate, so if your child still has obvious symptoms it is best to isolate them and family members as a precaution for 14 days regardless of the result.</li> </ul>

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<p>Do I send my child to school if he/she is ill with symptoms other than those known for COVID-19?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• Please use common sense when considering sending your child to school if ill e.g. pupils with sickness and diarrhoea should be isolated for 48 hours.</li> </ul>
<p>My child has Additional Learning Needs (ALN), will they still get extra support?</p>	<p><b>Yes</b> – but this may be affected in some way.</p> <ul style="list-style-type: none"> <li>• As class sizes will be hugely reduced, pupils with ALN will have more allocated time with the class teacher to ensure personalised and differentiated support.</li> <li>• Pupils with a statement of educational needs will still get their needs met as specified.</li> <li>• However, programmes like Speechlink, Language Link, Smart Moves and Rapid Reading will be temporarily suspended as these require close 1:1 face on work with pupils and are also dependent on staffing numbers. Long term strategies are being discussed to rectify this issue in the long term.</li> </ul>
<p>Will my child have to wear a face mask?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• At the moment, the government guidance is that this is <b>not</b> recommended. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus. However, should your child wish to wear a mask then this is fine too.</li> </ul>
<p>My child is clinically vulnerable, should they come back to school?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• We would <b>not</b> expect extremely clinically vulnerable or clinically vulnerable children to attend school. We have a comprehensive online learning package to support them with learning and staff will be in regular contact for you to discuss any concerns. Please contact school if you would like further support.</li> </ul>
<p>A member of my household is clinically vulnerable, should my child come to school?</p>	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>• We would <b>not</b> expect children of family members living in the same household who are clinically vulnerable to attend school. We have a comprehensive online learning package to support them with learning and staff will be in regular contact for you to discuss any concerns. Please contact school if you would like further support.</li> </ul>

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Will I be fined for not bring my child to school?	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>We understand people are anxious at this difficult time. We are here to support you. The government guidance states; <i>Parents will <b>not</b> be ‘penalised if their child does not attend school’.</i></li> </ul>
If I change my mind and decide that I would now like to send my child to school after it has opened, will I be allowed to do so?	<p><b>Yes.</b></p> <ul style="list-style-type: none"> <li>If you change your mind and would like your child to attend school, please contact the school so that arrangements can be made for them to attend safely.</li> <li>Please do not turn up unannounced at the school. This is for your child’s safety and that of every other group member.</li> </ul>
Will be there be breakfast club or after school clubs provided?	<p><b>No.</b></p> <ul style="list-style-type: none"> <li>At present, the Local Authority has advised these remain closed.</li> <li>The local authority will review the situation over the summer break and provide further information at that point.</li> </ul>
Do the usual behaviour rules apply?	<p><b>Yes.</b></p> <ul style="list-style-type: none"> <li>Our Values are more important in these extra ordinary times and we will expect all our children to demonstrate them.</li> <li>No child will be told off for not maintaining social distancing, but we will remind them sensitively.</li> <li>New ‘Bubble Rules’ have been drawn up and will be regularly shared with the children to remind them every day. Please prepare your children by reading through these with them. <b>(See below)</b></li> <li>If any child displays challenging behaviour and especially if it brings a risk to others, we will contact parents immediately.</li> <li>Everyone must respect the rules to ensure all our safety.</li> </ul>

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Appendix 1: Bubble Rules – these rules will be shared with children daily on their return to school and referred to.



# St. Therese's Bubble Rules



I will stay 2 metres away from others



I will regularly wash my hands throughout the day for 20 seconds with soap;



I will tell an adult if I feel unwell;



I will not bring things into school from home (apart from my lunch and water bottle for class), or take things home from school;



I will only use the equipment in my school pack;



I will only stay with the children in my bubble during school;



I will tell an adult when I need to use the toilet, so they can help keep me safe;



I will use the catch it-bin it-kill it rules coughing and sneezing into my elbow or a tissue;

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I will follow the rules at all times to maintain the safety of myself and others;

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