



*Learning together to make a positive difference*

## Welcome Back Children

Dear Parents/Carers,

I hope you are all well and have enjoyed having a relaxing summer break. We are looking forward to welcoming back our children next week. I thought it would be a good idea to just re-visit the changes to arriving and leaving the site now that everyone is back in. Y1-6 children return to school on Thurs 3<sup>rd</sup> Sept (school is closed Tues/Weds for INSET). Reception children begin induction in week beginning Mon 7<sup>th</sup> Sept.

Children can arrive between 8.30 and 9.00 am. Arriving after 9.00 am means a late mark will be registered. The day ends as usual for Reception and KS1 at 3.15 pm, but at 3.25 pm for KS2. Please ensure only one adult per family drops-off and picks up children to avoid overcrowding. Please also make sure that all adults dropping-off or picking-up your child/ren are familiar with the correct routines for their year group.

### Breakfast Club

Children to be dropped off at the main doors (parents will not be able to enter the building). Staff will register children to allow you to leave the site immediately. This begins at the later time of 7.45 am until 8.30 am and costs £2 without food or £3 with breakfast.

Parents/carers must leave promptly at the start and end of the day, following the set route paths, and maintain social distancing. Please do not be offended if staff remind you of these protocols as it is just to keep everyone safe and everything running smoothly.

Please remember to refer to Mr Newman's updated re-opening plan sent out to you just prior to the summer break for details on what children should be wearing and other important information. Thank you for your patience and support throughout these difficult times. We will continue to work with you to make sure your child/ren feel happy and safe when they return.

### **Toast/Fruit:**

- You can provide your child with a snack for break time. This should be healthy and nut free. We ask that you do not provide chocolate or sweets.
- If you would prefer your child to have toast or fruit provided by the school, then **you will need to follow the instructions sent through from teachers2parents regarding payment:**

If morning Toast Tuck is required, you will now need to pre-book and pay in advance for the whole term. This can be done at the 'online shop' with Sims Pay (the same website used to pay for school dinners and trips) <https://www.sims-pay.co.uk/Home> Toast Tuck is 15p per day and each term has been calculated accordingly. Morning Toast Tuck is for Key Stage 2 (Years 3,4,5,6) pupils.

*[Reception and Key Stage 1 will have free fruit provided by the School Fruit and Vegetable Scheme.]*

Toast Tuck will only be available to the pupils that are pre-booked in advance for the term.

**We are unable to handle money in the usual way and give change which is why we cannot handle daily toast/fruit money. So, unfortunately your child will not receive toast unless the payment has been provided in this way.**

### Lunch:

- We are not able to provide a hot food offer at the current time due to most children needing to eat in their classrooms. Hygiene measures will be in place.
- You are free to provide your children with a home packed lunch (nut free) or your child can order a school packed lunch on the day choosing from either, cheese, tuna, ham or chicken.
- Key Stage 1 pupils remain entitled to free school meals.



### Communication:

- Please continue to notify the school if your child is going to be absent for any reason. Please do not be offended if we ask for details of any illness. This is necessary, especially at the current time.
- If you need to speak to the teacher directly for any reason, leave a telephone message on 01454 867240 (especially if urgent) or send an email to [enquiries@staplehillschool.co.uk](mailto:enquiries@staplehillschool.co.uk) (subject: Miss Cutler/Mrs Dawes/Mrs Boulton) and they will make contact with you by telephone, as soon as possible. Unfortunately, teachers will be unable to meet with you in face to face meetings.
- If the school needs to notify you of any issues or absences regarding Covid we will do so in a timely manner and through the usual channels of emailed letters or direct calls home. If you do see rumours about outbreaks or staff absences on any form of social media **please do not engage**. The school will always keep you informed, so **unless the message comes directly from the school then it is best ignored!**
- If you have any messages for teachers when you arrive in school, then you can share them with the admin team at the front office on your way out and these will be passed on.

### Other information:

- Your child **MUST** have a named water bottle in school, every day and a named PE kit in school.
- No bikes/scooters in school.
- Class Dojo will not be in use. However, it will be left open in case of a local lockdown. Please do not message teachers on Dojo as it will not be checked.

We are confident that our plans for September will ensure that the children are happy, safe and can once again begin learning in the school environment. I am so proud of Team Staple Hill and how parents and school pulled together to work through such a challenging time. We will continue to communicate with you regularly and keep you updated with all that is happening in school. Please read the newsletters which will contain dates lists and updated information.

Yours faithfully

Miss Said

Headteacher

**Reception Children Coming to School and Going Home:** On arriving at the main gates, follow the directions at the front of the building: walk along the pathway marked by the cones through the car park and the main gates to the rear of the school.



As you approach the wooden gates before the Reception entry point, you will see 2m markers. Your child should stand at these points keeping social distance and you can stay with them as they wait.

Once your child enters beyond the wooden gate, they will need to continue on their own where they will be greeted by their TA (Mrs Francis) at the hand sanitising station and they will use hand sanitiser to clean their hands before entering the building.

Reception drop-off and pick-up point: Parents will stop here with their child then their child will continue through the gate, on their own and parents will exit, taking the route along the other side of the cones and back through the main gate. Please remember social distancing.



It will be important that once you can see children have entered safely and TAs have sent them into the building (or you have collected them at the end of the day) that you then follow the coned area back around but on the other side of the cones to exit the school promptly, while continuing to observe social distancing.

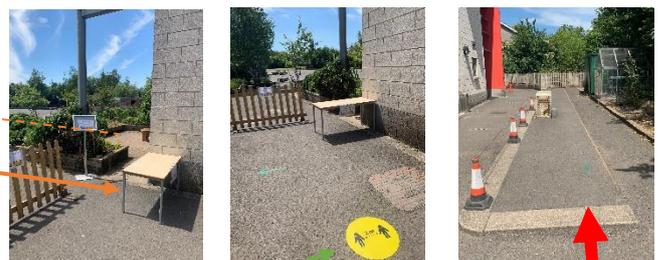
**Y1/2 Coming to School and Going Home:** On arriving at the main gates, follow the directions at the front of the building: walk to the usual entry gate to the left of the building.



As you follow the path beside the Forget-Me-Not Garden, keep to the right. You will then need to keep moving along until you see a wooden standalone fence ahead. This is where you will begin to queue, 2m apart with your child, as they wait to sanitise their hands at the sanitising station. You will see 2m markers as you approach the sanitising station. Your child should stand at these points keeping social distance and you can stay with them while they wait. Parents are then asked to follow the green arrows and the path to exit to the right of the cones.

Y1/2 children's entrance  
Y1/2 sanitising station

Year 1/2 drop-off and pick-up point: Parents will stop here with their child then their child will continue through to their class, on their own and parents will exit, taking the route along the other side of the cones (marked by green arrows). Please remember social distancing and to not congregate in a crowd even outside the school.



Y1/2 parents will exit along this pathway to leave the site.

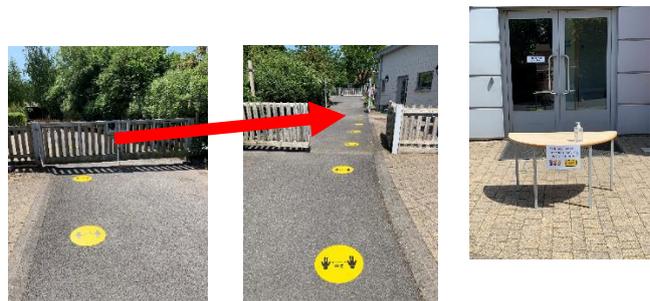
**Y3/4 Coming to School and Going Home:** On arriving at the main gates, follow the directions at the front of the building: walk along the pathway marked by the cones through the car park and the main gates to the rear of the school. Please remember to observe social distancing of 2m between you and the next family.



As you approach the wooden gates before the Year 3/4 entry point (first doorway beyond wooden gates), you will see 2m markers. Your child should stand at these points keeping social distance.

Once your child enters beyond the wooden gate, they will need to continue on their own where they will be greeted by a TA at the hand sanitising station and they will use hand sanitiser to clean their hands before entering the building.

Y3/4 drop-off and pick-up point: Parents stop here with child then child will continue through the gate, on their own and parents will exit, taking the route along the other side of the cones and back through the main gate. Please remember social distancing.



**Y5/6 Coming to School and Going Home:** We are asking Y5/6 children to enter by themselves, where possible, to reduce the traffic into the school. On arriving at the main gates, children should follow the directions at the front of the building: walk to the usual entry gate to the left of the building. Children should please remember to observe social distancing of 2m between themselves and the next child. Children must not arrive too early as there will not be staff available to supervise them.



As children follow the path beside the Forget-Me-Not Garden, they should keep to the right. They will keep moving along until they reach the first entrance into the building marked by cones. This is where they will begin to queue, 2m apart as they wait to sanitise their hands at the sanitising station. They will see 2m markers as they approach the sanitising station. Y5/6 will leave from this same doorway at the end of the day. They will follow the green arrows and the path to exit to the right of the cones. Again, parents are asked not to enter the site to collect Y5/6 children and to wait safely off-site.

Y5/6 queue into building, 2m apart.



Y5/6 walk this side to leave the school site. Stay 2m apart!



Y5/6 children will enter/exit from this first entrance into the building (opposite garden). They will need to sanitise hands at sanitisation station here.