



3rd September 2020

Dear Parents and Carers,

A very warm welcome to a brand new year! We are really looking forward to seeing all the children again, although things will still be a little different.

As you will be aware, many social distancing and hygiene measures have been put in place in order to keep the school community safe and of course, the safety of everyone involved has been at the forefront of all decisions made. There will be no whole school gatherings, such as assemblies for the foreseeable future and we cannot have any volunteers on site either. We will be using virtual assemblies and will continue to use Teams Live to share assemblies with parents. There will also be no after school clubs running for term one at least.

Unfortunately, we have had to limit access for adults to the school. If you need to speak to a teacher, please phone the school office to make an appointment.

If you need to speak to someone in the office, please either phone or email if possible.

Hopefully, this will soon start to feel like the new normal.

With our very best wishes,  
Kirsteen Craig

### **COVID—19 symptoms**

You must ensure that if anyone in your household has COVID-19 symptoms, your child does not attend school. Any child or staff member, who develops symptoms in the school day will be sent home immediately. If anyone in your household, or your child, tests positive for COVID-19 you must inform the school. You can find the Trust Test and Trace guideline by following the link below:

[https://4905753ff3cea231a868-376d75cd2890937de6f542499f88a819.ssl.cf3.rackcdn.com/venturers\\_trust/uploads/document/VT-Test-and-Trace-Advice-v1.6.20-002.pdf?t=1599137118](https://4905753ff3cea231a868-376d75cd2890937de6f542499f88a819.ssl.cf3.rackcdn.com/venturers_trust/uploads/document/VT-Test-and-Trace-Advice-v1.6.20-002.pdf?t=1599137118)

### **Masks**

Currently, facemasks are not compulsory for primary schools. You may wish to send your child to school with a mask but please be aware this should not be worn once they are inside their classroom bubble and must be kept in a zipped bag during lessons.

### **Other measures**

Children must only bring in a reading book(s) and reading record, lunchbox, water bottle, school bag and coat to school. If your child walks home on their own and it has been agreed that they need a mobile phone, this must be placed in a school zipped bag and will be looked after by the teacher during the day. The children need to wear school uniform every day and bring their PE kit to school. This will be left in their bag and will be kept under their chair to reduce movements around pegs. There is hand sanitizer at the entry points to the school and in all areas. There is hand washing provision in every classroom, in addition to the toilets. We will be asking the children to wash their hands for 20 seconds regularly.

Each class will have the same staff in class the majority of the time when they are in school. This will only change when the teacher has their Planning Preparation and Assessment (PPA) time. Break times will be staggered and lunch times will be scheduled and supervised by a limited number of adults. Children and adults will only need to move around the school when it is their allocated break, lunch or P.E time. They will always be escorted by an adult, when moving around the school. If a child needs to use a toilet, a 'one child at a time' procedure will be followed. Children will be encouraged to use the toilet throughout the day rather than just at break and lunch times to avoid congestion/contact with one another. The toilets will be cleaned regularly throughout the day. Where toilets are shared, each class will have an allocated toilet cubicle to use to prevent cross contamination between bubbles. A cleaner will clean continuously throughout the day. Please discuss all these arrangements with your child/ren.

### **Reading books and reading records**

We gave out a lot of reading books before lockdown. Please could you return all these book as we now have a very depleted stock!

Reading books will only be changed on a Monday and need to be returned to the class returns box. Key stage one children will be able to take several books home at once, so that they have enough to read. Upon return, books cannot be touched for 4 days. After this period, they are judged suitable to be used by someone else. The expectation is still that the children read at home AT LEAST 3 times a week, please record this in their reading record. We will ask children to put the reading records open on the tables, they will not be handled or written in by the teacher.

### **PLEASE DISCUSS THESE SAFETY RULES WITH YOUR CHILDREN BEFORE THEY RETURN TO SCHOOL**

- I will regularly wash my hands throughout the day for 20 seconds at a time.
- I will tell an adult if I feel unwell
- I will only bring in a coat, lunchbox (if I am having a packed lunch), a named water bottle, my reading book(s) and reading record. I will put my coat on the back of my chair and PE bag under my chair. I will not bring anything else into school from home.
- I will not mix with children in a different bubble within school.
- I will ask an adult when I need to use the toilet, so they can help to keep me safe.
- I will use the catch it-bin it-kill it rules, coughing and sneezing into my elbow or a tissue.

Yours faithfully



Kirsteen Craig  
Principal