

Dear Parents/Carers,

I hope that you are well. I would just like to remind you of our procedures for **September 3rd** when the children in Reception to Year 6 return to school.

I have completed the latest Risk Assessment but there have been 18 new pieces of guidance in the last 6 days so things could still change before Thursday.

Anxious Children

Many children will be anxious about coming to school and leaving their parents at the school gate. We expect to see tears. The best advice is to leave your child and move away as quickly as possible. We will reassure them and take them to class. You are more than welcome to telephone later in the day to check they are OK. Please do not think we are being mean but in our experience this is best way to resettle children.

I have asked a consultant to be with us for the day to support both staff and children coming into school and to give us advice on how to handle situations. We hope to quickly identify any children/parents who will need extra support and work with them. Please be patient as this is all new to us too.

Face Masks (advice on this is changing daily)

- Children must wear face masks on Public transport.
- All cloth face masks should be put in a sealed bag once taken off
- All paper face masks should be put in the bin when children enter school.
- Children at Primary school do not need to wear a face mask in school.
- Adults, who come onto the school playground will be politely asked to wear a face mask. I cannot enforce this but hope parents will support us with this to keep our children and staff safe.

Breakfast Club

- You **MUST** book **even if your child has previously attended breakfast club**. Please email breakfastclub@old-church.walsall.sch.uk by the 30th August if you require a place for your child. A confirmation will be sent to you. Please do not assume you have a place until you receive this.
- It will start at 7.45am and last entry will be 8.15am.
- Children will enter through the office, at the main entrance to the school, and a member of staff will greet them. No parents are allowed in school.
- Money **MUST** be put in a named envelope and paid at the beginning of the week. We will not accept money if it is not in an envelope.
- Correct money only please. Costs are £3.00 a day or £13 for the week. **Change will not be given** to restrict cross contamination.
- The children will stay in Key Stage group bubbles and activities will be table based.
- The end of breakfast club will be staggered to match the time the year groups are entering school.
- You must request a place for the following week by 4pm the previous Thursday.

After School Clubs

There are no after school clubs for the first half term. We will review this at half term.

Entering school

There will be a staggered start and finish time. **Adults will NOT BE ALLOWED ON SITE IN THE MORNING.** Please send your child through the school gates alone and staff will greet them and make sure they arrive safely in class.

Please do not stand at the school gates once your child has entered school.

Exiting school

Staff will bring your child to the exit point below. One adult will be allowed onto the playground / near gate to collect your child. **No dogs allowed.** Please leave the playground / gate as soon as you have collected your child and maintain a social distance. I would like to politely ask adults to wear a mask when coming on site.

Reception Children

Reception classes are part time until 14th September. Please check the letter you have previously received from Mrs Brittain during your transition meeting. Nursery parents should also check their letter sent out previously. The following arrangements do not replace the arrangements already in place.

Year	Start TIME	Entry Point	Finish	Exit Point
Nursery	8.40-9.00	Nursery/Reception gate	11.50am	Nursery/Reception gate
Reception	8.40-9.00	Nursery/Reception gate	3.10pm	Nursery/Reception gate
Year 1	8.50-9.00	Ralph Bayley house gate	3.20pm	Main playground-under canopy
Year 2	8.50-9.00	Ralph Bayley house gate	3.20pm	Main playground-next to rabbits
Year 3	8.30-8.50	Dorsett Road (no sibling in KS1 or EYFS) Ralph Bayley House gate (sibling in KS1 or EYFS)	3.10pm	Dorsett Road (if they have no sibling in KS1 or EYFS) Main playground-next to jungle gym (if they have sibling in KS1 or EYFS)
Year 4	8.30-8.50	Dorsett Road (no sibling in KS1 or EYFS) Ralph Bayley House gate (sibling in KS1 or EYFS)	3.10pm	Dorsett Road (if they have no sibling in KS1 or EYFS) Main playground-next to jungle gym (if they have a sibling in KS1 or EYFS)
Year 5	8.30-8.50	Dorsett Road (no sibling in KS1 or EYFS) Ralph Bayley House gate (sibling in KS1 or EYFS)	3.10pm	Dorsett Road (if they have no sibling in KS1 or EYFS) Main playground-next to rabbits (If they have a sibling in KS1 or EYFS)
Year 6	8.30-8.50	Dorsett Road (no sibling in KS1 or EYFS) Ralph Bayley House gate (sibling in KS1 or EYFS)	3.10pm	Dorsett Road (If they have no sibling in KS1 or EYFS) Main playground-next to rabbits (If they have a sibling in KS1 or EYFS)

Communication with school

To promote social distancing and prevent cross contamination parent/carers are requested not to enter the school building. Staff will not be available to take messages at the start or end of the day.

Please use the following email addresses for any questions and to pass on information, including change of person collecting your child. We will aim to reply by 4pm the same day. You may still phone the school office on 0121 568 6329.

postbox@old-church.walsall.sch.uk	General school enquires
EYFSpaents@old-church.walsall.sch.uk	Nursery/Reception
KS1@old-church.walsall.sch.uk	Year 1 and 2
KS2@old-church.walsall.sch.uk	Years 3,4,5,6

Equipment needed

- Children will be expected to wear school uniform-please wash regularly.
- One small PE bag containing PE kit
- Reading packets-books will be sent home from September
- Small toys, pencil cases or books from home are **not** allowed
- Lunchbox (if packed lunch) is allowed
- Filled water bottle
- Please remove any keyrings/fluffy toys from bags and coats

Classrooms

Children will be in bubbles for lesson time, outdoor playtime and lunchtime.

Classrooms will be arranged to suit the year group. It is not possible to sit all children side by side and some children will be grouped around a desk.

Children will wash their hands on entry to the building, before and after food, and at other times. All classrooms have tissues, hand sanitiser and lidded pedal bins.

We have been advised that we do NOT NEED TO take temperatures on entry.

Illness

If your child is unwell with:

- a high temperature,
- a new persistent cough,
- loss of taste or smell

they **MUST NOT** come to school and will need to be tested for COVID 19. This is the same if you or anyone in your household has symptoms. Everyone else is expected to attend school and we can't wait to see them.

Illness in school

If your child displays any of these symptoms in school we have been directed to be cautious and send the child home. Parents must then take them for a test.

The Head will then seek advice from Public Health

Attendance

The Government has stated that ALL children must return to school by September 3rd unless unwell. Parents who choose to keep their child at home when they are well enough to be in school will be fined.

School Meals

All children in Reception, Year 1 and 2 are entitled to a free school meal made by our school kitchen. Years 3 -6 can order a school meal but will be expected to pay unless they are eligible for a free school meal. **Free School Meal vouchers will stop once the children return to school.**

Support

We are aware that many children may have lost members of their family and need support. This also may include adults who are struggling with bereavement. We are also aware that families may be going through financial hardship due to job losses. Please do not suffer in silence. We are there to support and direct you to agencies who can support. Please contact Mrs Holland or Mrs Lawley via the telephone who will endeavour to help.

Education/ Catch up

We are currently working on a rest plan for the children to start to catch up with the work they have missed. I will share the outline of this at a later date.

The first action is for children to stay with their new class teacher on Thursday and Friday without moving into any groups.

We are really looking forward to seeing you all back at school. To reassure you, the children who have already returned to school, did so with very little problem and were just really pleased to be back to see their friends.

Thank you for your continued support.

Kind Regards,

Davina Clacy.