



St. Joseph's Catholic Primary School

Holloway, Malmesbury, Wiltshire, SN16 9BB

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Thursday 16th July 2020

Dear Parents,

As the end of term approaches I am thrilled to be writing to you all with plans which explain the full opening of our school in September. This is an ever changing picture and obviously these are plans in line with the current DfE guidance and will remain unless there are any changes to government guidance after this letter is sent out.

It goes without saying a **huge thank you** goes out to **you all** for all the supportive messages and conversations I have received over the past few months...It has been a difficult time but with the continued support of the St Joseph's community spirit we continue to do what is best for our children and community.

Following the guidance that has been set out by the Government, I have been working on the best possible plan which ensures the safety of pupils and staff alike. We are preparing to implement the guidelines as set out by the Government in order to reopen St Joseph's to the whole school full time from the week beginning 1st September 2020.

We will be operating in groups or 'class bubbles' in which the children will remain until guidance changes. These bubbles will ensure that the same children and adults continue to operate in their groups and they will not be allowed to mix with other 'bubbles' around the school as much as possible.

The measures that we will be implementing from the 1st September are:

- We will be operating whole class bubbles full time.
- Each bubble will be set up in a classroom.
- Staggered start times to the day for each class bubble.
- There will be 3 entrance and drop off points to the school. Pupil drop off and pick up will no longer be at the wooden gate for the whole school as this is a narrow pinch point that we would like to avoid for the majority of our children. The first entrance will be the black garage doors, on Holloway Hill, with a welcome station complete with a hand washing

facility for the children and a temperature check on entry. Please be advised that if your child has a high temperature they will not be allowed to enter the school site.

- The second entrance/ pick up will be at the St Aldhelm's church.
- The third entrance / pick up will be for a small group of you at the wooden gates. This will be for the family members who have children across key stage one and two and will not be able to make both drop off points at different locations.
- A grid in this letter clearly explains which entrance and pick up your class bubble is in.
- We should remind you whilst waiting to enter please adhere to social distancing and we would ask that you **do not gather in groups** at these entrance points.
- For the younger children please hold their hands ensuring that they do not walk or run off towards another child/family.
- To reduce numbers please can one adult drop off and pick up each child.
- The class teacher will lead their group onto the school playground.
- In school, St Scholastica and St Francis bubbles will use the toilets at the end of the corridor in a one way system. Children will leave the classroom through the playground external door and return through the corridor.
- Staggered playtimes in class bubbles.
- Staggered lunchtimes in class bubbles.
- Staggered end of the day pick up at the points explained in the grid below.
- Lunch should be brought in an easy to clean container for returning home or disposable bag that will be placed in a bin straight after eating.
Children will clean their hands before eating snacks and lunch.
- There will be no sporting or creative afterschool clubs or larger group gatherings due to the risk of cross contamination of the class 'bubbles', unless we can secure 'class bubble clubs', we will be in touch in September with regards to clubs.
- No contact games in the playground.
- Try to minimize the amount of additional bags and equipment the children bring into school, **a small school bag is allowed.**
- On a PE day the children will be allowed to come into school in their PE kit.
- On a Forest school day the children will be allowed to come into school in the appropriate Forest schools kit.
- Pencil and pens per child provided by school.
- Sun cream should be put on before coming to school.
- Your child should **not come into school if they are showing any signs or symptoms of a new persistent cough, temperature and or loss of taste or smell.** If we see these at the start of the school day or they develop during the course of the day your child will be sent home. Your child will then need to have a Covid-19 test, at this point entire bubble, including teachers, MDSA and TAs and any other member of staff and children who have come into contact with this bubble will also be in isolation for 14 days. As you can see this would be wide ranging and would impact not just your child but the whole 'bubble' so **please do not send you child into school if you suspect or if they have any of the Covid-19 symptoms.**
- **Please ensure that you are on time for your bubble,** due to the staggered times we have no wriggle room to wait for children who are late as this will make the following bubble times late.
- If you are late and have missed the class teacher you will need to take your child to the wooden gates **after 9.05am to ensure you do not mix with the Cross Key stage Family**

bubble, where an office member of staff will let the child in only. Your child will be recorded on the attendance register as late.

The drop off and pick up times are as below.

Start Date	St Scholastica At Church	St Frances At Church	St Lawrence At Church	St Anthony 8 th June Garage Gates	St Aldhelms 8 th June Garage Gates	Cross Key Stage Families Wooden Gate
Start time	8.30 – 8.40	8.40 – 8.50	8.50-9.00	9.00-9.10	8.45-9.00	8.50-9.00
Pick up times	2.40-2.50	2.50-3.00	3.00-3.10	3.00-3.10	2.50-3.00	3.00-3.10

Please remember when children are being dropped off on the surrounding roads around school you **must not park on double yellow lines** or in blind spots and bends in the road. This is obviously both dangerous and illegal. This parking can pose a safety risk to pupils and parents that do walk and cycle to school, as well as to other road users and pedestrians. In addition in this current climate it also means where cars are parked on double yellow lines and on the pavement this is reducing the space for people to walk on the pavement and therefore parents and children are unable to socially distance and on occasions having to walk in the road.

Therefore I would like to remind you of the following

- Vehicles **MUST** always be parked legally so as not to cause an obstruction.
- Please do not park on double yellow lines, this is illegal
- Please do not simply pull alongside the parked cars outside School Gates/ Garage to allow your children to 'jump in/ out'.
- Do **NOT** park on the bend where visibility is poor.

I do understand that parents or carers will sometimes need to drive their children to school, however I would urge where possible for parents/guardians to park in either **the short or long stay car parks**, both of which are free of charge until 9am and are at most a 5 minute walk to the school gate.

As you can see there are many new procedures that have been implemented to ensure everyone's safety. I would like to thank you in advance for supporting and bearing with us as we all work through these new daily procedures in September.

For now, have a well-deserved Summer break, and we look forward to welcoming you all back in September.

Warm regards and God bless

Mrs Sue Woods
Headteacher