



St. Michael in the Hamlet Primary School
Neilson Road
Liverpool L17 7BA
Headteacher: Miss. L. Moreton

Dear Parents/Carers,

I hope this letter finds you safe and well.

I am so pleased and very relieved to be able to give you this information about full school reopening in on Thursday 3rd September. Staff are very much looking forward to welcoming your little people back to their school home.

Please take the time to read this guidance fully. We will spend significant time explaining much of this to children once they are back with us, but there is some information here that would be useful to be shared before any return .

A lot of things have been put in place to ensure your child, and staff are as safe as possible when we return. Some things about school will look slightly different, but many will not, and we have tried very hard to keep St Michael in the Hamlet looking like the school you know and love!

Fundamentally, there are three principles underpinning our planning:

- The safety and welfare of students and staff is paramount. Our primary duty is 'safety first'.
- The continued delivery of a broad and balanced curriculum, within the framework of this 'safety first' environment and the potential limitations placed upon us.
- The continued improvement of the school.

One of the big differences is the bubbles that we have made to keep staff and pupils separate from each other. Our bubbles will be in year groups. All children must be dropped off at given entry points, where they will be collected/directed by staff. This will mean that if you need to speak to your child's teacher, or another member of staff, you will have to make an appointment at the main school office via telephone. There will be some staff available to take messages etc from a safe distance. They will have high visibility clothing on. Obviously in urgent cases we will speak to parents quickly, however in most cases you will need to make an appointment or wait for a return

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Fax: 0151 728 7176

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phone call as staff are all deployed around the school very carefully to keep everyone safe and can not just leave their positions.

The rest of this letter outlines, briefly the main changes we are making, but you can also access more detail by reading our whole school risk assessment, located on our school website. If you have any queries regarding health/ safety or if your child has individual medical needs which we may not be aware of, please contact school by phone or email and we will be able to answer any queries you have on this matter. For the most part, we have followed very strictly, local and national guidance, however we have extra measures in place at St Michael in the Hamlet (such as a disinfectant fogging machine) to add extra precautions.

Those children, who returned in June, did so happily and safely and I am confident that we can achieve the same for all pupils this term.

Who should / shouldn't attend?

Any student who develops symptoms of COVID-19, or whose household member develops symptoms, should immediately self-isolate. They should not attend school and should follow the steps below:

1. Parent / Carer should notify us of their child's absence by phone. They should make it clear that their child is exhibiting symptoms of COVID-19;
2. They should follow the Stay at Home guidance for isolation advice for students and their households. The person with symptoms should isolate for 10 days starting from the first day of their symptoms and the rest of their household for 14 days;
3. Student should get tested via NHS UK or by contacting NHS 119 via telephone if they do not have internet access. This would also apply to any parent or household member who develops symptoms.

During the course of the school day, if a student becomes unwell with a new continuous cough, a high temperature or a loss of or change in their normal sense of taste or smell they will be sent home from school as soon as possible. If your child presents Covid-19 symptoms in school we will

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take your child to a safe area in school and contact you immediately so that you can pick them up. Please make sure that your emergency contact details are up to date and correct.

If someone from within school is confirmed with Covid-19 we will get in touch with the parents and carers of any students who have been in close contact with this person, following advice from the regional Public Health team. This is likely to be children from their year group 'bubble' or if they have been in close contact through other groups in some way. These children will be asked to self-isolate for 14 days. Other members of the household do not need to self-isolate, unless your child also develops symptoms. Full details and instructions will be provided at the time, should this occur. We will also send information to our wider school community as a reminder to our families of what actions you can take to reduce the spread of the virus.

Attendance For Vulnerable Pupils.

The Department for Education have made it clear that they expect all students to return to school in September. Shielding advice for all adults and children paused on August 1st, subject to a continued decline in the rates of community transmission of the virus. This means that the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. There may, however, be a small number of students who will still be unable to attend in line with Public Health England advice. You will need to let us know if this is the case with your child and we will of course need evidence from a medical practitioner that this is the case if we are to be in a position to authorise any absence.

Summary of Changes For Parents:

Please read in conjunction with the latest version of the whole school Risk Assessment, which is available from the school office upon request, or on the school website. We have planned around Local Authority and Department of Education Guidance, but have also put in our own additional measures. Obviously it is impossible to eliminate all risks in any situation, but we feel confident that we have put into place everything we possibly can to make it as safe an environment as possible for children and staff.

Children from Reception-Year 6 will be expected to return to school on Thursday 3rd September.

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Pupils in Reception will have a staggered return; parents/carers have been informed individually of start dates.

Nursery pupils will also begin returning from 7th September, with new starters from mid September.

Cleaning

We will continue daily cleaning of areas in use, as normal. Additional cleaning timetables have been devised to support any on the spot issues and also to work through the site doing additional cleaning on frequently used surfaces, toilets etc.

Our site manager, Mr Edwards, will 'fog' the whole school once a week, but there will be other nominated areas which will be fogged more frequently.

Children and staff are expected to hand wash regularly and thoroughly and there are hand sanitiser stations in each classroom. This is the main defence against any virus. Regular hand washing and using sanitisers on entry into school and on exit **MUST** be adhered to. Please ensure you also talk to your child about the importance of hand hygiene at home. All children will be shown how to safely catch, kill and bin any tissues that are used. Again, please support us by reinforcing this message at home. Designated bins and cleaning equipment have been setup in each room to deal with waste safely.

Year group bubbles

One of the ways we are being asked to manage the situation is through the use of bubbles. Although children will be able to mix in their own bubble, they won't mix with others. This will help us to track and trace should anyone become ill or have covid symptoms. So keeping bubble integrity is vital.

Children will be in year group bubbles. They will stay in this bubble all of the time in school, and will not mix with any others. Staff movement between bubbles will be kept to a minimum. They will have their own school equipment on their desk and not be expected to share. Desks will face forward where possible, or in a horseshoe, with no child sitting facing another of less than 2 metres





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distance. The rooms will be well ventilated. (Make sure everyone wears a jumper as we will have lots of fresh air!)

We will also operate a one way system down corridors to minimise contact with others. Play times will be taken at staggered intervals throughout the day and children will not mix with those from other bubbles. The children who came back to school in June managed this brilliantly.

Uniform/ PE Kits

Please ensure your child returns to school in their school uniform. The latest advice from DfE states that uniforms do not need to be washed any more frequently than they normally are, so wearing them will help everyone feel a sense of 'being back to normal' and helps establish a learning focus in school. Initially children will not need P.E. kits. Your child's class teacher will let you know the timetabled day for P.E. within a couple of weeks. On this day children are required to come to school in jogging bottoms and a top, preferably dark coloured bottoms and a white T shirt/school jumper. You do not need to buy new clothing for this; please use what you have that is appropriate.

Lunchtime

Pupils will have a packed lunch in the classroom. This allows us to keep bubbles separate in the dining space. Packed lunches will be eaten in class or outside. This prevents queues or unnecessary contact in the canteen. Children are welcome to bring their own packed lunch in all year groups. This can be in their usual packed lunch box/bag etc. If children are having a school provided lunch the menu will consist of items that can be transported and eaten within the classroom. Menu details will be provided soon. All children need to bring a water bottle each day as our water fountains will be out of use for the foreseeable future. School lunch fees will apply as normal.

Behaviour

We continue to expect all pupils attending school to follow our school rules and to stick to the new rules about bubbles that will be shared with them on the first day. I know our pupil's behaviour is usually excellent, and we can support anyone who has difficulty understanding safety rules. However, all parents and pupils must understand that any child who deliberately and consistently breaks

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the safety measures in place to protect us all from COVID-19 virus, will be excluded immediately from the setting.

Curriculum

We know that we are going to need to change our curriculum for children when they return and are basing everything around a 'Recovery Curriculum'. This is a two part approach. Our school day will have to be adjusted to allow staggered start and ends and an extended lunch hour period. In the Autumn term we are attempting to timetable extra PHSE lessons/ opportunities as well as an extra maths and literacy lesson per week. We have also planned for each bubble to access the field and wild garden to promote outdoor learning. Inevitably this will mean some foundation subject lessons will be shorter for the first term.

Resources

Pupils will have their own pack of equipment to use daily. However, they may still use shared resources in the classroom or bubble. Reading books should all be brought to school on Friday. They will be quarantined over the weekend before being placed on the shelves again, and new books will be sent home every Monday. Avid readers may take 2 at a time so that this doesn't slow them down. We will endeavour to do this weekly but this will depend on staffing capacity etc. If classroom bubbles remain intact, borrowing from class library etc is safe.

Children must not bring any resources from home. This includes toys/stationery etc. Bikes/scooters are also unable to be stored on school premises for the time being.

Drop Off / Pick Up

Parents should keep in mind social distancing and avoid gathering in large groups at the gates. We have staggered arrival and dismissal times for the whole school. EYFS/KS1 parent/carers are permitted to enter the school grounds for arrival and dismissal; we will be reviewing this fortnightly. We strongly advise that adults wear a face covering to protect themselves and others around them.

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It is vital that you stick to the allocated times. Children, who do not arrive on time, will have to wait to be given admittance via the main office after everyone else has entered. Late arrival could cause significant problems to manage staffing- please ensure you arrive early, especially if you have several children to drop off or collect. If you have more than one child please come at the earliest time slot you have for arrival to the allocated gate for the earliest arrival.

Pupils not collected on time, will return to class and parents will need to wait until after 3.30 to collect from the main school gate (Neilson Road).

NB: Parents can provide written permission for pupils in y5 and 6 to walk 'home alone' if required.

Please consider your parking arrangements. Parking on the zig zags is absolutely not permitted as it is unsafe. This is going to be policed by local traffic control in September as it has caused us several problems. We are very busy ensuring the safety of pupils in school and do not have the resources to deal with problems resulting from poor parking too! Again, if you arrive to school by car, please take the opportunity to leave the house 5 minutes earlier and park on in the public car park or another neighbouring street and walk to the appropriate gate.

Visiting School

We are restricting visitors to the school, for understandable reasons. No visitor will be allowed onto the school site without prior appointment. Parents should contact the school beforehand and make an appointment if they wish to come into school to speak to a member of staff. Where possible, we will attempt to do as much of this remotely. However, we cannot mitigate the risk of parents, carers and family members turning up at school without us knowing and we will not be allowing access in these circumstances. This is not how we like to operate, as you know, but for the time being we will need to be very strict about this.

Events / Parent's Evenings

As yet, we have not determined the dates of Parent's Evenings or other similar events for the year. It seems illogical to pencil these in for this term when it would appear to be unlikely that we can operate them in the ways that we normally would. As soon as we have more clarity on when and how these will run, we will let you know.

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Breakfast club/After school club-Haven

At the moment we are unable to provide breakfast club. We will review this at the end of the half term. Haven will be available for FULL TIME places ONLY. Haven will operate in the KS1 hall for EYFS/KS1 hall and KS2 hall for KS2 children. We can only facilitate 40 places in total. Further details of arrangements will be issued to families needing this provision.

Preparing for Remote Learning

The government guidance states that schools should make sufficient preparation for remote learning to take place in the event on any further national or local lockdown or school closure. This may mean a full or partial closure of the school to all students or some year groups and bubbles. We have plans in place to ensure that our remote learning offer is 'good-to-go' and stronger than in the latter part of last year, should we be required to implement this.

We are very confident that with your help, school can be as normal, as enjoyable and as purposeful as it usually is this term. Our school is a place where we want children to feel happy and able to flourish; this has not changed and will always be our priority. Thank you so much for your support and patience throughout this challenging time. I will continue to keep you up to date with letters via Parentmail. Please engage with Class Dojo if you haven't already, as well as Twitter and our Facebook page and one of the biggest communication vehicles is our school website. If you haven't used it much in the past can I urge you to start checking in with this regularly as it is the first place any changes or updates will be posted, and will answer many of your questions.

If you are concerned about anything and can not find the answer on the website, or wish to speak to a member of staff please telephone the school office or email us and we will get back to you as soon as we can.

We are very much looking forward to having that special 'buzz' back in school created by your amazing little people. Together we will move forward onto the next step of your child's primary journey with hope and positivity for the future.

Kind Regards Miss L Moreton - Headteacher

