



Thursday 6th August 2020

Dear Parents/Carers,

September 2020 arrangements

We are really looking forward to welcoming all of our children back to school in September and I would like to provide you with further information regarding the arrangements for the safe and full opening of our school. At Our Lady of Lourdes, our main aim is to make sure that the children feel excited, safe and happy to be back in school.

I would ask that you also read our updated Protocol Document which has been updated to reflect current guidelines and the full opening of our school.

The School Day

On a morning we are allowing phased entry into school, for all pupils, at any time from 8.30am. Registration will take place at 8.55am

Staff will be situated at the following main entry points

- The main gate into the yard
- The main school Reception Door (Year 4 only)
- The Early Years Outdoor Area (Reception only)

The grid below informs you where your child will enter and exit school. **Please note siblings can enter/exit via the youngest child's entry point if entrances are on opposite sides of the school.**

On a morning, we ask that parents say goodbye to their children at each of these main entry points. A member of staff will greet your child and we will make sure that they enter school happily and safely. This will ensure that traffic in the carpark will flow and the school site and carpark areas will not become congested.

At home time, there will be 2 finishing times - 3pm for children in Years Reception-Year3 and 3.30pm for Years 4-6. If you have children across both pick up times, to make it easier for you, your children can be collected together at the later time of 3.30pm. At home time we would ask that cars are parked in the year group's designated area (as below) and an adult collects the children from their set exit points as outlined below. Families are asked to ensure that only **one adult** collects the child and everyone must **observe social distancing at all times** whilst on the school site. A one-way system will be in place on the school yard to help with social distancing and we ask that once your child is collected, you make your way swiftly out of the school grounds without congregating or socialising with other families. We have allowed plenty of time for you to come in and park your car before collecting your child so please do not enter the car park earlier than your given time as this will cause congestion and compromise safety. Once cars are parked, they will not be able to move until all children are safely in their cars.

Sadly, there will be no opportunity to speak to your child's class teacher face to face at the beginning or end of the school day. However, please communicate via telephone or email the school office. We want to reassure you that we are still here for you and your family albeit in a different way.

Morning and Afternoon Arrangements

Class	Morning drop off times	Designated parking area for drop off and pick up	Morning - children's entry point	Afternoon- cars on site (to park at designated area)	Finishing times and where children are to be collected from
Reception	Between 8.30-9am	Area outside of Main School Reception	Reception Class outdoor area at top of the carpark	Cars can enter site to park from 2.50pm	3pm from Reception outdoor area gate
Year 1	Between 8.30-9am	The new car park	Main gates on school yard	Cars can enter site to park from 2.50pm	3pm from Year 1 veranda door
Year 2	Between 8.30-9am	The new car park	Main gates on school yard	Cars can enter site to park from 2.50pm	3pm from last year's Year 6 door
Year 3	Between 8.30-9am	The new car park	Main gates on school yard	Cars can enter site to park from 2.50pm	3pm from veranda door
Year 4	Between 8.30-9am	Area outside of Main School Reception	Through the main School Reception door	Cars can enter site to park from 3.15pm	3.30pm from Main Reception
Year 5	Between 8.30-9am	The new car park	Main gates on school yard	Cars can enter site to park from 3.15pm	3.30pm from Year 1 veranda door
Year 6	Between 8.30-9am	The new car park	Main gates on school yard	Cars can enter site to park from 3.15pm	3.30pm from veranda door

Please note that the reception class will phase in as already outlined by Ms Wetherill at your visit. The timings above will only be fully relevant week once the phased return has finished and children are in school full time.

I would encourage as many people as possible to walk to school where possible. If you are walking to school, please use the new pedestrian entrance and follow the path around the front of the presbytery.

Please keep hold of your child's hand at all time while on the school car park.

Bubbles

Following Government guidance, we will be grouping our children into 'Bubbles' from September. Each Bubble will have separate allocated times for breaks and lunchtimes, and will not mix, wherever possible, with any other Bubble group.

Breakfast Club

Thank you to those of you who returned your Breakfast Club Questionnaire. This information has helped us to plan for this provision as we know how important it is to many of our parents. We are pleased to inform you that breakfast club will be available from September and will **start at 7.45am every morning** at a cost £2 per pupil per session. Further details will be sent out towards the end of the holidays regarding arrangements for breakfast club.

School Dinners

School dinners will increase in price from September from £2.05 to £2.10 for children in Years 3 – 6. If your child is in Reception, Year 1 or Year 2 they will receive Universal Free School meals and therefore you will not be required to pay for their meals. From September, if you pay for school dinners, please ensure that all ParentPay accounts are kept up-to-date.

We will still be cooking meals on site and children will still be able to choose but from a slightly reduced menu. This information will be sent out to you before the start of term.

Uniform/Equipment

From September, we ask that all children come back to school wearing full school uniform. Guidance on school uniform, including our PE kit, can be found on our website. All school equipment will be provided; therefore, children should not bring pencil cases or any other equipment into school.

Pupils are allowed to bring into school a packed lunch (in a disposable bag where possible) and a water bottle (named). Further information will be sent out regarding book bags and PE bags before the start of term.

We have been informed that school swimming sessions will not start in September so until further notice there will be no swimming lessons taking place.

I will update you again before the start of term.

I wish you a happy and safe summer break.

Yours sincerely,

Mrs L Ashton