

EXECUTIVE HEADTEACHER:

Ms Helen Comfort

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

Mrs Rachel Hindle

(B.A.Hons, PGCE, M.A.Ed)



St. Margaret's-at-Cliffe

Dover, Kent, CT15 6SS

Telephone: (01304) 852639

Fax: (01304) 853671

e-mail: secretary@st-margarets-dover.kent.sch.uk

www.stmargaretsprimary.co.uk

St. Margaret's-at-Cliffe Primary School on Facebook

@stmargaretscp on Twitter

'For Learning That Lasts A Lifetime'

17th July 2020

Dear Parent/Carers

September 2020

We are all very much looking forward to a full return to school of all children and families in September and I am pleased to write to you with arrangements for then.

You will appreciate that these are unusual times and we have had to modify our working practices accordingly. School has remained open throughout the pandemic and staff and families who have attended during the summer terms are well-versed in the measures we have successfully put in place to protect all members of our school community.

Government guidance for the autumn term continues to be similar to that which we have already been working to although, as the national rate of infection has reduced, some of our tighter controls can be relaxed.

Please see attached information about the control measures which we will have in place to keep all members of our school community safe. Please note that these are subject to change should Government guidance be updated.

Induction

The first week of the school year will be used for induction in a steady and measured way so that all members of our school community become familiar with the arrangements and are kept as safe as possible.

Our new Reception children will have a series of 'stay and play' sessions from Wednesday 2nd September; I have written separately to these families with details.

When does my child return to school?

Classes 1 – 6 will **start** on the following days so that we build up to all of classes 1-6 being in attendance by Friday 4th September.

Wednesday 2nd September – Classes 2 and 6 start.

Thursday 3rd September – Classes 1 and 5 start (Classes 2 and 6 continue to attend).

Friday 4th September – Classes 3 and 4 start (Classes 1, 2, 5 and 6 continue to attend).



From then on all of Classes 1-6 to attend as usual with Reception Class building up to full-time attendance by 21st September.

Classes

Children will be organised into class 'bubbles'. This is to reduce the spread of infection should someone be diagnosed with coronavirus.

The children in each class bubble will work and play together and will remain socially distanced from children in other bubbles; for instance, Assembly will be in class, as will eating lunch.

Lunch and morning play will be staggered and drop-off and collection arrangements will be slightly different to usual.

Drop-off

Morning drop off will be between 8.35 and 8.55am. We are not giving specific class-times for drop-off as currently and will keep this under review. Families must form a socially distanced queue and maintain social distancing when leaving the site. If just one adult per family comes on site that will help to reduce the number of people.

For access to the inner school site you can use either of the three gates – the playground gate from the Sea Street direction, the gate by Class 3 from the Chapel Lane direction or the Droveaway Gardens gate (which is only open at arrival and dismissal times).

Adults dropping the children off will not be able to come beyond the gate. Staff will be at the gates and children are to make their way to class. Older siblings may walk younger ones to the part of the playground nearest to the classroom of the younger one.

If you have a message for the class staff or school office please email or telephone.

Collection at the end of the day

We are setting specific collection times for each class in order to help with dismissal.

Adults (pre-school children are permitted) will come onto the school playground to meet their child(ren). Access will be only via the playground gate and Droveaway Gardens gate at this time. Please wait as directed; social distancing must be maintained.

Please note that there will be no access to the school building – including for the toilet or to visit the school office.

If just one adult per child comes to collect it will help to keep the numbers as low as possible.

Staff will send the children to you.

Staff will telephone or email you with any messages.

As always please let the school office know if anyone other than you is going to collect your child.

Please leave as soon as you have your child(ren).



Dismissal times are as follows:

Class R: 3pm

Classes 1 and 3: 3.05pm

Classes 2 and 4: 3.10pm

Classes 5 and 6: 3.15pm

What my child needs to bring to school

Children can bring a small bag – preferred style:



These small bags can be worn on the back so hands are free, they can be folded and put away at school and are widely and cheaply available – see Amazon for example.

They will need a packed lunch (if they are not having a school meal) in a hard plastic box – for ease of cleaning. They must have a bottle of water as the fountains are out of use. They may bring additional drink to have at lunchtime.

Children can also bring a fruit snack for morning break. Kay Stage 1 children will receive a piece of fruit or veg daily when the scheme commences.

School meals will be available from the beginning of term and can be ordered on the day. These must be paid for online, in advance, direct to Whole School Meals.

Children will need to be wearing full school uniform, including school shoes.

A coat is needed as the weather can be changeable. If it is hot and sunny in September a sun hat will also be needed.

They will need trainers or plimsolls in a drawstring bag – in addition to the bag mentioned above - to keep on their peg.

They do not need a book bag or further PE kit at this time.

Please do not send in letters or monies.

To start with, at least, we will not be sending reading books or home learning books home.



Curriculum

We recognise that children will be returning having had a range of experiences since lockdown commenced in March. The aim of our curriculum throughout Term 1 will be to welcome children to school, to support their well-being, to help to re-engage them with school-life, to gauge where they are with their learning and to support them in building on this.

Other matters

We will re-start After School Childcare Service from the week beginning 7th September – look out for further information regarding this. We will also start a Before School Service at that time.

Extra-curricular clubs will not run during the autumn term.

We will not be able to hold our usual 'Meet the Teacher' meetings in September; staff will write to you instead.

Thank you for taking the time to read this letter and for supporting us by following the measures we have put in place.

Yours sincerely



Helen Comfort
Executive Headteacher

