



Margaret Roper Catholic Primary School

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Friday 4th September 2020

Dear Parents and Carers of classes in Year One to Six,

Further information on arrangements for return to school on Monday 7th September.

We hope you are well,

This letter is to provide you with more information regarding starting school on Monday for all pupils. Once again, we are so excited to greet them back and all the staff have been very busy preparing for their return.

Please read this letter carefully – it will be quite long, we're afraid. We want to give you as much information as possible.

Firstly, we understand that there has been recent social media coverage about schools' responses to a potential Covid-19 case or cases in school and this may have caused some concern for some parents. We'd like to reassure all parents that any 'myths' or 'fake news' about our school, or any school, withdrawing children to a different place or conducting compulsory Covid tests without parents' permission is completely unfounded and has no basis in truth.

Our procedures are very clear and involve parents at all times. Were we to have a child become unwell in school with potential symptoms of Covid-19, we would immediately contact their parents to come and collect them. In the meantime, they would be separated from their class bubble to ensure that potential cross-contamination was minimised, and would be cared for by a member of staff within school until their parents arrived to collect them. **At no point** would we carry out testing of a pupil or remove them from school.

When your child is collected we will then request parents to take them for a Covid-19 test as soon as you can. Our current experience is that test results are available quickly, very often within a 24-hour period. To book a test ring 119 or book online <https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name>

In the meantime, we would write a letter to all parents in the class bubble to inform them that a pupil or member of staff had shown some symptoms of a potential Covid-19 infection and ask them to be vigilant. Confidentiality will be protected at all times. We feel that full disclosure to parents is important and this has been our practice since lockdown commenced. Pupils in the bubble will continue to attend school until the outcome of a test is known. If the test proves to be negative, school will continue as normal for pupils in all bubbles.

If the test proves positive the school will contact London Health Protection Team immediately to seek guidance. Acting on this the school will contact all parents in that bubble asking them to self-isolate their children for 14 days. During this time work will be provided for pupils who are unable to attend school. The household of the pupil who has tested positive will be required to self-isolate for 14 days as well. *Other members of households where a pupil who was in contact with a pupil diagnosed with a positive case but where the pupil is well will not need to self-isolate. In other words, if a pupil in class A is required to self-isolate for 14 days because a class bubble contact has tested positive but where they are showing no symptoms, any siblings and other family members may continue as normal.*

If we have a positive case we will also write to all families in the school to inform them that a case has been diagnosed and ask them to be vigilant, but to continue as normal.

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We will not be routinely testing all pupil temperatures; lots of evidence points to this being unreliable as a way of tracking Covid in school, but we do have non-contact thermometers and will use these if we suspect a child has a high temperature and then take appropriate action.

We received information from the Local Authority very recently offering additional guidance on how to manage suspected cases and we attach to this letter selected slides from that presentation which you may find useful and reassuring. Croydon has currently got a low incidence of Covid-19, compared to London as a whole.

Precautions the school is taking

At all times, we are doing our utmost to ensure that we keep our children, families and staff safe. All precautions we are taking are in the interests of minimising potential for cross infection and maintaining best practice in infection control. We have thought very carefully about this.

We attach to this letter a PDF copy of our very detailed risk assessment for full reopening. Again, this is in the interests of full disclosure. This has been consulted upon and shared with our governors who are meeting next week again to discuss how the first few days of term have gone. It may be of interest to you to read (be careful before printing it as it is a very long document!)

In order to minimise the risk of infection we have, as you are already aware, made a number of key decisions:

- Class bubbles will be kept separate from each other and will have play and lunchtimes in staggered format. Travel around the school will be closely controlled, as will the use of communal areas and each class will have a designated toilet facility, which will be carefully managed.
- We are staggering start and finish times to ensure that classes do not have contact with other bubbles and fewer parents are in physical proximity with each other. We know, that for some parents with siblings in different year groups this stagger is causing some challenge, but on review of our procedures, we feel that we cannot have siblings coming in to school at times that they are not allocated as they will inevitably come into contact with other bubbles. We ask that you stick to the times you have allocated and that you bear with us. We will continue to review these arrangements on a day by day and week by week basis. We'd like to thank you for your understanding – it is difficult, we know. Another reminder of the staggered timings for each class:

Year 1

Drop off time	Collection time	Location
8.30am	2.50pm	Playground

Year 2

Drop off time	Collection time	Location
8.50am	3.10pm	Office entrance

Year 3

Drop off time	Collection time	Location
8.30am	2.50pm	Playground

Year 4

Drop off time	Collection time	Location
8.40am	3pm	Office entrance

Year 5

Drop off time	Collection time	Location
8.30am	2.50pm	Office entrance

Year 6 Amethyst (Miss Kelly)

Drop off time	Collection time	Location
8.30am	2.50pm	Playground

Year 6 Violet (Miss Holloway)

Drop off time	Collection time	Location
8.50am	3.10pm	Playground

Please help us by ensuring your child is on time. They will be met in the playground by their class teacher or teaching assistant. At the end of the day they will be brought to the collection point and dismissed to you. We ask that only

one adult per household drops off or collects and we ask you to socially distance when you are dropping off or collecting. Staff will be contactable via email so please try not to approach them at drop off or collection. The school office is not available as we are keeping people in the school to a minimum. Please use the office email to pass on any information if you need to, or phone and leave a message.

It is really important that you adhere to these timings. If you have siblings who need to be dropped off at different times, you must wait with them until their allocated time, during this period please maintain social distancing. **No child should be left unattended on the playground, in the alley or outside the school office.**

- We are trying to minimise the number of items that come in from home and go back again. This is why we suggested that water bottles come into school and are kept in school for the week – the children will be able to rinse and refill them in school daily. Water bottles will not be kept in a communal space, but at each child's designated workplace. However, if some parents feel that they would prefer water bottles to go home each day, we will accept this. Water bottles will not be handled by staff or other pupils.
- Similarly, we are initially restricting reading books coming in from home and school books going home. Our children will have access to their class libraries and books used will have a 72 hour wait period before being put back into the libraries. We have provided individual stationery packs for all pupils and therefore pencil cases from home will not be necessary. Your child probably will not need to bring their school bag in, at least initially.
- Lunches – As stated in the last letter to parents, lunchtimes will be staggered. We do not feel that we are able to use the lunch hall to provide the normal hot meals menu initially, although we will keep this under review as the half term progresses. The reason for this is the challenges we face with maintaining distance between pupils in different bubbles and sanitising tables, chairs and so on. In the meantime, we are offering a deli menu (attached) which we think will be attractive. Orders will be taken each morning, so you can opt in as you wish. Meals ordered will be delivered to classrooms just before lunchtime. Alternatively, if you want to send in a packed lunch, you can do so. Please avoid using lunchboxes if at all possible – again we are trying to minimise the amount of home/school/home travel for items. An option is to send in lunch in a disposable bag – we know this isn't so environmentally friendly but hopefully it will be for a short time only. Lunches will not be put onto the packed lunch trolley but brought to classrooms.
- Uniform – Normally in the early part of the Autumn Term, until about October half term, we operate the summer uniform policy. This will continue as normal, but if the weather does turn colder we will allow winter uniform as well; we think it's ok to have a mixed economy here if necessary. Also, some parents may have had difficulty securing uniform items (We've seen the local news items about queues at Hewitts), so if you have struggled to secure all uniform you need we will try hard to be understanding – we'd still like the children to be in full uniform though. It's important to ensure hygiene as much as possible, so clean uniform every day as much as possible, please. Another point to note is that our classrooms will have lots of windows open to aid ventilation (in accordance with government guidance) so please bear in mind that classrooms might be draughtier than usual.
- Marking policy – We are planning not to send lots of sheets and books home and back so homework will mainly be set digitally this half term. We have set up our Google classroom and we will write more on this next week. In school, teachers will be providing lots of verbal feedback to the children, but won't be carrying sets of books to and from home, so marking may look a little different. The most important type of feedback to pupils is immediate and we will be focussing on this.
- PE sessions – We will be starting PE next week for pupils. We have been considering how to ensure that equipment used by one bubble is sanitised or rotated to avoid cross bubble contact and have plans in place for this. We have decided that, at least for this term, pupils having a PE session should come into school in their PE kit and tracksuit for the day, to avoid them having to change in school and to ensure their kit is washed after use. The PE timetable is below. We know that quite a few PE kits were left in school in March and not all were subsequently collected. If your child has PE equipment in school it will have been forwarded to their new classroom, but we also have quite a lot of kit in lost property. We laundered all we could of this during the summer. We will ensure that this is accessible on the playground next week to collect.

PE sessions this term:

Mondays – Year Six Amethyst

Tuesdays – Reception, Year One and Year Six Violet

Wednesdays – Year Two & Year Five

Thursdays - Year Three & Year Four

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We intend to write to you again on Monday. Once again, we look forward to seeing all the children. Until then, have a good weekend.

Mr Mooney & Miss Holloway