



# St. Mark's Catholic Primary School

Proudly and Joyfully, we love, live and learn as God's Children

## We're Going Back To School



## Return to School Booklet for Parents and Children (Post Covid-19)

This booklet is only for the following parents wishing to send their children back to school in June 2020:

- Key Workers/Vulnerable
  - Year 1
  - Reception



Hello children!

It is good to be welcoming you back to St. Mark's as we have missed you very much! This booklet will show you some of the changes we have made so that you can see beforehand what to expect when you return to school (school will look slightly different but please remember it is the same school just with some changes). You do not need to worry, as the changes are good changes and will keep you safe.

We look forward to welcoming you back soon!

Mrs. Linley and the St. Mark's Team.



## Parent Information

### Introduction

Following the Prime Minister's announcement on 10<sup>th</sup> May, St. Mark's school will remain open to Key worker children. Year 1 children will be able to return from 8<sup>th</sup> June and Reception children will be able to return from 15<sup>th</sup> June.

In accordance with government guidance, we have had to make a number of changes in school to accommodate the return of more children. This booklet has been created to support those parents who have children attending or returning to school. This booklet will help prepare you and your child for the transition back to school. We recognise that many children (and many parents) will be concerned about how the school will manage everyone's safety with more children returning to school. Hopefully, this booklet will answer most of your questions and reassure you of any concerns. However, if you would like further information, please do not hesitate to contact me or the leadership team.

These changes will commence week beginning 8<sup>th</sup> June.

Yours sincerely,

Mrs. Linley and the St. Mark's Team

## Handwashing

Upon arriving in school, your child will be asked to wash their hands. There will be many handwashing signs to remind them of how to do this and soap will be provided. Your child will also be reminded about washing their hands at regular intervals throughout the day.

## The School Day

The school structure will look very different with children being taught in the one classroom by the same members of staff. They will remain in their 'bubble' throughout the day and during lunchtimes. Children will not be allowed to mix with children in other bubbles to reduce the spread of the virus.



Please note: There may be some occasions whereby a member of staff must be covered by another member of staff for a temporary period.

## What time will school start/ end and what entrance will my child(ren) enter through?

To ensure social distancing can be adhered to, you will have a 30 minute time slot at the start of the day and at the end of the day to drop your child off and to collect them from school (please see times below).

Children	Gate to enter	Entrance	Arrival Time	Collection time
Key Worker and Vulnerable	Kingsdown Avenue bottom gate	Key Stage 2 Door	8.45am to 9.15am	3.00pm - 3.30pm
Year 1	School car park gate in front of school hall.	Hall Door Entrance	8.30am to 9.00am	2.45pm - 3.15pm
Reception Red Group	Almond Croft Gate	Reception Classroom Entrance	8.30am to 9.00am	2.30pm - 3.00pm
Reception Blue Group	Kingsdown Avenue bottom gate	Key Stage 1 Entrance	8.30am to 9.00am	2.30pm - 3.00pm

**Please note: Key worker children MUST be collected in their allocated time slots.**

Only one adult will be permitted to drop off and collect their child. Clear signs will be present around the school site to show you where to go. This will also include some one-way systems which will be clearly marked with entrance, exit and arrow signs. Markings will be put on the floor to ensure social distancing and staff members will be present to ensure that social distancing is adhered to. The adult will not be allowed into the school building. We ask that you respect the markers when queuing and, as tempting as it might be, do not loiter to catch up with other parents.

### \*Medication Needs\*

If your child has an inhaler or any other medication that is required in school. You MUST ensure that school has this medication as this will be kept in your child's group classroom.



## What classroom will my child(ren) be based in?

Children	Classroom
KS1 Key Worker Green Group	Year 4
KS2 Key Worker Orange Group	Year 6
KS2 Key Worker Purple Group	Year 5
Year 1 Red Group	Year 3
Year 1 Blue Group	Year 2
Reception Red Group	Reception
Reception Blue Group	Year 1

The classroom will look different with ten tables that are separated by 2 metres. Here are some photos of our classrooms to show you what they currently look like.

**PLEASE NOTE: Once we have reached our capacity for number of children attending school, we will no longer be able to take more children in. Our capacity is 70 children in total in school, as we have 7 classrooms, there will be 10 children in each classroom.**



Key Stage 2 Key Worker Green Group



Key Stage 1 Key Worker Orange Group



Year One Classroom



Year One Classroom



Year One Classroom in preparation for second group.



Reception Red Group Classroom



Reception Blue Group Classroom

To make sure we don't spread germs, some toys and resources will be put away because they cannot be kept clean.

Things we used to share like pencils, scissors and whiteboards etc will not be shared.

Each child will be given their own set of resources to use. Children will not be able to take a reading book home for now. However, children will be given age appropriate books to read online (please see FAQ).

Each group will use different toilets and use different sinks to wash their hands in.

KS1 Key Worker Green Group	KS2 toilets
KS2 Key Worker Orange Group	KS2 toilets and sink in the classroom
KS2 Key Worker Purple Group	KS2 toilets and sink in the classroom
Year 1	Lower KS1 toilets and sink in classroom
Reception Red Group	Reception toilets
Reception Blue Group	KS1 toilets

Staff will clearly show the children routes they will take to get to their classrooms. During times of common transition around school, doors will be propped open so children and adults do not need to touch doors regularly.



### Who will teach my child(ren)?

Children	Staff Member	Staff Member
KS1 Key Worker Green Group	Miss Asson	
KS2 Key Worker Purple Group	Miss Francis	
KS2 Key Worker Orange Group	Miss Dorsett	
Year 1 Red Group	Miss Cooney	
Year 1 Blue Group	Mrs Nellist	
Reception Red Group	Mrs. Dykes	Mrs. Smalling
Reception Blue Group	Mrs. J. Smith	Mrs. O'Shea

The initial plan for Reception children returning on the 15<sup>th</sup> June is that children will be taught by a member of the Reception team. The staff members in this team are, Mrs Dykes, Mrs Smalling, Mrs. J. Smith and Mrs O' Shea.

Other teachers will be working on home learning tasks for the children who are not in school.

**PLEASE NOTE: Once we have reached our capacity for number of children attending school, we will no longer be able to take more children in. Our capacity is 70 children in total in school, as we have 7 classrooms, there will be 10 children in each classroom.**



## What lessons will my child(ren) be taught?

Our Catholic faith is at the heart of everything that we do. Therefore, children will begin each day with a Liturgy in the classroom, this will include time for prayer, stillness and personal reflection. It is important that before any formal learning begins, staff assess children's emotional well-being first so that appropriate support can be provided for them.



Following the morning liturgy, a Maths lesson will then be delivered.



Morning breaks will be staggered before the children return to the classroom for Phonics/Reading and Literacy activities.

The afternoon will focus on a variety of themes including Mental Health and Wellbeing, Religious Education and Art and Design.



Children will take part in PE but will not need a PE kit in school to reduce the risk of infection.

### The approach to teaching children with SEND (Special Educational Needs and Disability)

St Mark's Catholic Primary School recognises that children with SEND need access to home learning resources and activities which take account of their strengths and needs.

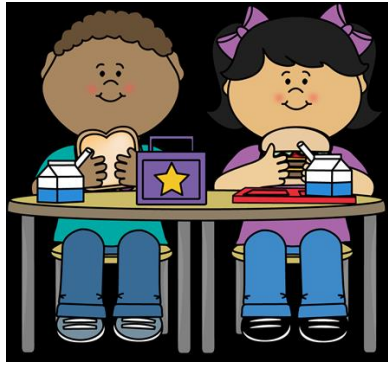
School staff will ensure that the planning of in school and home learning builds on children's knowledge and where possible incorporates activities to support targets from their current support plan. As the child's normal class teacher may be deployed in another area of school life, teachers will be sharing a one-page profile of children's needs and how best to support them. This will ensure consistency in supporting children with SEND during this unprecedented time.

For children with SEND, signposts will be included within year group home learning to support them in accessing appropriate learning activities. School staff will also be mindful of the availability of support and resources when setting accessible home learning for children with SEND.

A member of the St Marks' Team will be making regular contact with children accessing home learning to ensure that children and you as parents, have the best support possible. The school website will also include contact details so that, should parents of children with SEND need to contact a member of school staff for additional support or guidance for home learning, they can do so.

Please see the SEND information report Annex for further information on how we are supporting our SEND pupils and families during this time.





### What will happen at lunchtime?

During lunchtime, the children will eat their food at tables separated by 2 metres in the hall (1 child per table) and spend time in the classroom and outside.

The hall will always have tables set out for dinner, so there will be no large gatherings for assemblies, hymn practices or Mass.

You will still be able to order and pay for school dinners in the normal way.



### What hasn't changed in our school?

All of your teachers will be here to welcome your child when they return to school. Your child may be taught by another member of the St Mark's team but they will get to know your child very quickly.

The ethos and the school hasn't changed. We will begin each school day with a Liturgy, will pray regularly throughout the day and the children will have assemblies broadcasted through video link once a week by Mrs. Linley.

Our school uniform remains the same (we wear our school lion badge with pride!)

**Where possible, please wash your child's uniform on a regular basis to reduce the risk of infection.**

Children will be able to bring in a water bottle, packed lunch (if they have one), hats and sun cream into school. These items will all be kept within close reach of your child at all times.



### What has changed?

Our classrooms may look a little different to how they did previously (see above photos).



Following government guidance, we will not be sending reading books home during this time. We recognise how vital reading is and want to support you, to support your child to improve their reading. As a school, we have signed up for Bug Club. Bug Club is a website which allows your child to read age appropriate reading books online. These books will be set by a teacher and will match your child's reading ability. There are also comprehension questions for your child to answer



and they can collect points, which they can spend, as rewards. Your child will be given a log in and a password to access this account. (More information to follow).



### Do I have to send my child to school and will I be fined if I don't?

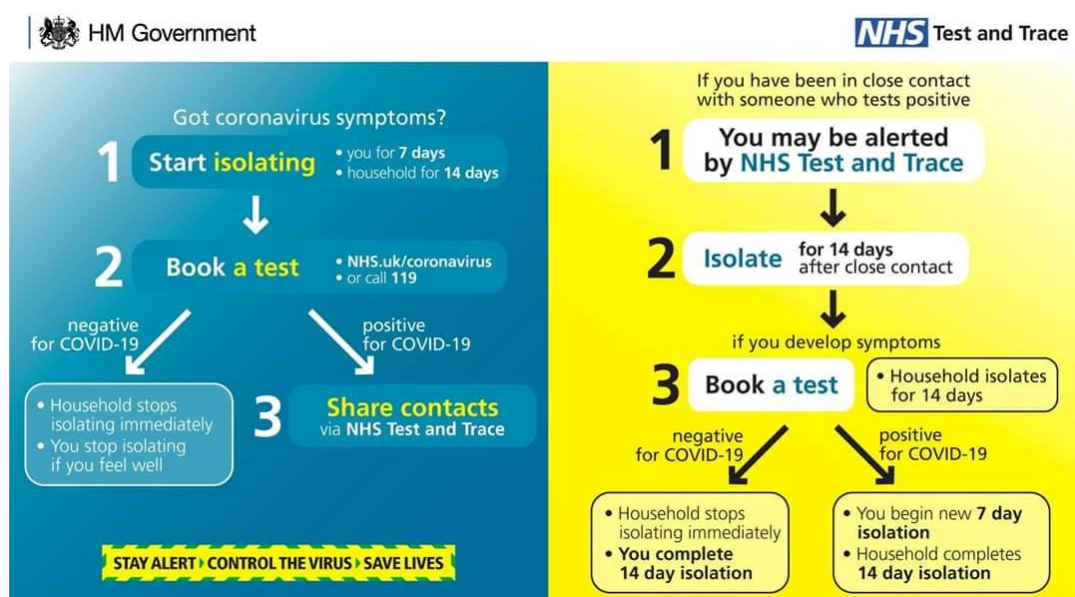
No. It is your choice if you wish to send your child to school. The DFE will not be issuing fines for children who are not attending school this academic year.

### Will my child will be safe at school?

We will do everything we can do to minimize risks. If a child or family member is sick, they cannot attend school. Everyone will frequently wash their hands and the building will be cleaned regularly.

### What happens if a there is a case of Coronavirus in school?

The Helping Hands Hub will be set up as an isolation room for children who are feeling unwell. If your child is taken ill, they will be sent to this room with a member of staff while we wait for a parent to collect them. If you get a phone call, you will collect your child from the door in the hub.



The person with symptoms must self-isolate for 14 days.

The people they live with must self-isolate for 14 days.

If a child is ill at school, they will go home. If they later test positive for coronavirus their group or bubble will need to self-isolate for 14 days.

### What should I do if my child develops symptoms?

If your child has symptoms, they must not attend school. Please notify the school and follow the NHS and Government advice.

### What should I do if someone in my household has symptoms?

The whole household should self-isolate. Please notify the school and follow NHS and Government advice.

### Can my child be tested if they show symptoms of Coronavirus?

Yes. Please visit: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ask-for-a-test-to-check-if-you-have-coronavirus/>

### What will happen if my child develops symptoms at school?

They will be isolated away from other children and staff. If they require personal care, it will be administered by a member of staff wearing PPE. Parent/carer will be contacted immediately to collect the child from the Helping Hands Hub building. **Parents should not enter school.**

### If I do not send my child to school, will St. Mark's be providing online lessons?

Yes. St Mark's will be providing lessons for pupils to complete at home. The children will be set the same activities and given the same learning opportunities as those children attending school. Please see **Home School Learning Booklet** on School website.

### If I do not send my child to school, will St. Mark's be providing additional learning opportunities for my child?

Yes. More formal home learning will be set which will mirror the teaching and learning in school, please see **Home School Learning Booklet on school website**. The current websites and resources will continue to be displayed on the school website to provide further support. As we cannot share reading books currently, the school has purchased Bug Club, an online reading platform, which you can access at home. More details can be found here: <https://www.pearsonschoolsandfecolleges.co.uk/Primary/Literacy/GuidedReading/BugClub/Structure/BugClubStructure.aspx>

### Can I change my mind and send my child after saying that I wouldn't or maybe?

Yes. We understand that circumstances may change and your decision may alter. Please contact the school a minimum of **two days before attending**. **HOWEVER**, once we reach **maximum capacity**, we will no longer be able to take any more children. This is for the safety of children and staff.

### Will my child's work be marked by a teacher?

No to minimise the risk of spreading infection. Verbal feedback will be given and where possible, your child will mark their work under the direction of the teacher.

### Will my child be allowed to bring in things from home?

Every child will need to bring a filled water bottle to school every day. If your child has a packed lunch, they will need to bring this too. No toast or juice will be available at break time, so children need to bring in their own snack. They should bring a named sun hat and apply sun cream at home as appropriate. All items will be kept with children at their desk along with their bags. No other items will be allowed into school to minimise the risk of spreading infection.

### Will staff be wearing Personal Protective Equipment (PPE)?

The majority of staff in education, childcare and children's social care settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain distance of 2 metres from others. PPE should be worn if a distance of 2 metres cannot be maintained from any child, young person or other learner displaying coronavirus symptoms. All classrooms have a PPE box which will include, face masks, gloves, eye protection and gloves.



### Should my child wear a face mask?

No. There is no need to because surfaces will be regularly cleaned. Face masks are no substitute for regular handwashing and social distancing which we will be using.

### Useful Contact Numbers

St Mark's Catholic Primary School Telephone Number 0121 357 9892

St Mark's Catholic Primary School Website <https://www.stmarkrc.bham.sch.uk/>

St Mark's Twitter [@StMarksRC](https://twitter.com/StMarksRC)

NHS 24 (for use if coronavirus symptoms worsen): 111

NHS Inform (no symptoms but looking for Coronavirus advice): 0800 028 2816

COVID-19 Helpline for people in high risk category who do not have a support network at home: 0800 111 4000

Emergency services - Ambulance: 999

If you have any more questions, please ask.

We realise what the school children are coming back to is very different from the one they left. These changes won't last forever. They are there to help to keep everyone safe - in school and at home.

The St. Mark's Team.