



## **ST.THOMAS OF CANTERBURY CATHOLIC PRIMARY SCHOOL**

20<sup>th</sup> July 2020

Dear Parents/Guardians,

We are looking forward to welcoming all pupils back to school on Monday 7 September as school attendance will be mandatory again from the beginning of the autumn term. However, at St Thomas's your child's safety and well-being continues to be paramount and therefore we will be adhering to Government guidance as far as possible to minimise the risks to pupils, staff, parents and the wider community. Some of the changes that we have had to make may not suit everyone's daily routine but they are essential during this time.

The utmost priority for me as Head remains to keep our whole school community safe. The measures we will put in place are comprehensive and as manageable as possible, but rely upon a good deal of self-discipline from all.

In line with government guidance, we have had to make a number of changes as to how we organise the school day and of course update our risk assessment (which can be found on our website).

Children will continue to be taught in 'bubbles' but the bubbles will be larger and will consist of all children in a specific year group/class. Children will not mix with other bubbles and that includes at lunchtime, playtime or for assemblies. Lunch will be eaten in the classrooms or outside.

Please read the following information very carefully as it provides vital information regarding your child's return to school.

<b>Pupils</b>	<b>Start time</b>	<b>Pick up time</b>	<b>Door</b>
Nursery	8.45	11.45	Nursery Gate
Reception	TBC	TBC	Nursery Gate
Year 1	8.45	3.10	Year 1 Class
Year 2	8.40	3.15	Year 2 Class
Year 3	8.50	3.25	Year 3 Class (was Miss Watson's classroom)
Year 4A	9.00	3.35	Junior entrance/exit

**Romany Road, Rainham, Gillingham KENT ME8 6JH**

**Tel: 01634 234677 Fax: 01634 319627**

**Executive Headteacher: Mrs C Redmond**



Email: [office@st-thomascanterbury.medway.sch.uk](mailto:office@st-thomascanterbury.medway.sch.uk)  
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Year 4B	9.00	3.35	Year 4 Class (was Mrs Tong's classroom)
Year 5	8.50	3.25	Junior entrance/exit
Year 6	8.40	3.15	Junior entrance/exit

For this to work and to ensure the safety of everyone, it is important that all children are dropped off at the allocated time and collected promptly, they should also only enter the school through the designated door. Children should not be coming in to school via the office therefore they must not be late. Reception children have a different start and end to the day for the first few weeks and those parents have been contacted separately.

Teachers will be standing by the doors to greet the children and the doors will be labelled; other members of staff will also be on hand. If your child is in Yr1, Yr2, Yr3 and Yr4B, you may bring them onto the playground to show them where and how to line up but once they are inside please leave the site immediately. You can also pick them up from the playground but please remember social distancing. Yr4A, Yr5 and Yr6 who are using the Junior door may be left at the school gate.

Item	Information
<b>School site:</b>	Please only enter and exit the school as directed in the times above. We would appreciate your help and support with this as we are trying to avoid mixing groups.
<b>Social Distancing:</b>	Please observe the recommended social distancing rule when bringing your child to school and when collecting your child from school. You must leave the site immediately to avoid over-crowding. Government guidance advises that only ONE adult per family should be on the school grounds. Please ensure that you hold the hand of younger siblings and keep all your children close to you. Please do not allow children to climb on any equipment within the school grounds.
<b>Hygiene:</b>	Children will be required to wash their hands regularly throughout the day. They will also be required to wash their hands immediately on arrival into school.

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	Objects and surfaces that are frequently touched will be disinfected throughout the day.
<b>Lunchtime/ refreshments:</b>	<p>Your child may bring a packed lunch or choose to have a school dinner.</p> <p>School dinners will be available for all Infants as before as they are still entitled to free school meals.</p> <p>Ordering/payment arrangements are as were in place prior to school closure. Children will stay in the classrooms to eat their lunch or lunch will be eaten outside.</p> <p>Children will continue to have biscuit and fruit breaks.</p> <p>Coolmilk will continue as before.</p>
<b>Uniform:</b>	Full school uniform to be worn with no exception to the uniform rule, this includes no clouette style summer dresses. PE kits must be kept in school and taken home at half term for washing.
<b>Water Bottles:</b>	Your child should bring their own school water bottle into school. This must be named and contain only water.
<b>School Bags/equipment:</b>	School bags/book bags can be brought into school but no stationery or other equipment including toys. Children will be given individual labelled pencils/pens and maths equipment etc.
<b>Sickness:</b>	<p>No one with symptoms of COVID-19 should attend school under any circumstances.</p> <p>If your child is unwell with a temperature, persistent cough or any other COVID-19 symptoms, you will be contacted and will be required to collect your child immediately. PPE will be worn by staff caring for your child whilst they await collection. You will then need to follow the government's staying at home and testing guidance. Children and staff will have access to testing at a local centre if they develop symptoms of coronavirus.</p>
<b>Clubs (before/after school)</b>	These will NOT be taking place at present.
<b>Office:</b>	The office will not be open for general enquiries. If you need to speak to any member of staff, you should send an email to

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	<a href="mailto:office@st-thomascanterbury.medway.sch.uk">office@st-thomascanterbury.medway.sch.uk</a> or telephone and leave a message.
<b>Bereavement:</b>	If the current situation has affected your child, please let us know so that we can take this into consideration. Please email the office and someone will contact you to speak with you further about support.
<b>PPE:</b>	Will be worn by any member of staff who deal with intimate care for a child or who needs to administer first aid to a child. Any adult caring for a child exhibiting coronavirus symptoms will also be wearing PPE.  In line with recent government guidance, children are NOT to wear masks.
<b>Letters and Communication:</b>	All of these will be sent by ParentMail, including first aid notes.  If you have not been receiving ParentMail messages, it is essential that you let the office know.  There will be no face to face parent/teacher meetings at present. Please email or phone the office to speak to a teacher or to leave a message.
<b>Classroom layout</b>	Wherever possible, all desks will be in rows facing the front of the classroom as per government guidance. Children will not be allowed to wander around the school for any reason. They must stay in their bubbles.

Class teachers for September will be as follows:

<b>Class</b>	<b>Teacher</b>
Nursery	Mrs Copperwheat
Reception	Mrs Round/Mrs Tillman
Year 1	Mrs Thomas/Mrs Shephard
Year 2	Mrs Tong/Miss Wright
Year 3	Mrs Hurrell
Year 4A	Miss Warren



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Year 4B            Mrs Jones  
Year 5             Mr Round  
Year 6             Miss Crafter

Teachers will be messaging their new classes to introduce themselves through Clasdojo.

We welcome Mrs Jones as a full time member of staff. She will be teaching the children who were in Miss Watson's class this year and her classroom will be the one that Mrs Tong and Miss Wright occupied this year. Classroom 4B (Mrs Jones) will be downstairs enter/exit via the playground. I would like to thank Miss Watson for everything that she has done for our school community over the last two years and wish her every success and happiness in the future.

As a school, we say a very heart felt goodbye to our Year 6 pupils. It is sad that they have not been able to have their usual end of term celebrations but we wish them every success in their new schools and perhaps one day we will be able to invite them all back to say a proper farewell.

Thank you for all your support, especially during this difficult time. We are all very excited to welcome the children back in September and hope that you all have a lovely summer. Home learning work will be uploaded on to our website for the summer holidays but please remember that you are under no obligation to complete this work. Your child's health and well-being must be a priority.

God bless and take care,

Mrs Redmond.



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