



# ST LUKE'S CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOL

Friday 22nd May 2020

Dear Parent/Carers,

I hope that you are all as well as can be expected during these challenging and changeable times. Apologies for what is about to be a very long letter but we have got a great deal of information to communicate to you and I want to do it as clearly as possible.

The government have stated that as long as the 5 tests have all been met, from Monday 1<sup>st</sup> June, schools can begin to increase pupil numbers, initially to children in Reception, Year 1 and Year 6. All parents with children in these year groups have been contacted regarding their intentions by completing a survey.

As explained in my previous letters, we are planning to undertake a phased return for our children in these year groups so that children (and parents) returning can become used to the new procedures and ways of working. **We want to increase our opening safely and steadily.**

Our City Council have also decided that on Monday 1<sup>st</sup> June, the majority of schools will have an INSET day – this is to train staff, finalise safety procedures and complete preparation of classrooms and resources. Safety is our first concern.

**Monday 1<sup>st</sup> June:** School closed (INSET)

**Tuesday 2<sup>nd</sup> June: Year 6 children return:** Please note that only those children whose parents have informed us that they are choosing to send their children back to school are able to attend on this day.

**Monday 8<sup>th</sup> June: Year 1 children return:** Please note that only those children whose parents have informed us that they are choosing to send their children back to school are able to attend on this day.

**Monday 15<sup>th</sup> June: Reception children return:** Please note that only those children whose parents have informed us that they are choosing to send their children back to school are able to attend on this day.

**Home Learning:** All pupils, whether they attend or not, will have access to our Home Learning on the school website.

## How will children who are attending school be grouped?

- Children will be in groups (called Bubbles) of no more than 10 (Reception bubbles may be smaller)
- Each Bubble will be allocated a classroom and will not use other classrooms. Your child will only mix with the children in their allocated Bubble.
- Each Bubble will be allocated two members of staff who will work with that Group Bubble alone. All children will work with staff under the direction of a teacher.

Headteacher: Mrs. A Grennan  
St Luke's Primary School  
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## Social Distancing and Safety for Pupils and Staff

Please note that, due to the potential high numbers of children in school and accommodation limits, we will endeavour to undertake the following actions as best as possible. We have used risk assessment and capacity calculators to identify group sizes. We will allow a maximum of 10 children and where possible, 2 members of staff in each classroom.

In classrooms, children will be as far apart as possible and, in an age appropriate way, regularly reminded of the importance of hand washing and social distancing.

In order to support social distancing, children will spend a larger proportion of their time outside.

## Social Distancing and Safety for Parent/Carers

- Year 6 pupils should enter the school site on their own. Parents must leave them at the school entrances please.
- For Year 1 and Reception children, only one parent/carer is allowed to come onto the school site to bring your child to school and collect from school and please adhere to Social distancing.
- In order to help social distancing, you will be able to arrive with your child any time between 8:45 a.m. and 9:15 a.m. and there will be a variety of entrances/exits for different year groups to use.
- Collection time will be at 3:30 p.m. but please be aware that this could take a while as we will not be 'just letting the children out', it will be a steady and safe process. Parents will be asked to wait for their children away from the classroom door, adhering to social distancing rules.

Please note that Breakfast club and after school club will not be running for children in Reception, Year 1 and Year 6.

Arrangements for Key Worker children will remain the same (except that they will be based in the Year 4 classrooms) from Monday 1<sup>st</sup> June.

## Hygiene for All

- Cleaning will become a greater part of what we do and how we do it.
- Cleaners will clean classrooms before school each day. Resources that cannot be cleaned easily have been removed from classroom.
- Staff assigned to Group Bubbles will also wipe down surfaces as they go about their teaching.
- Regular routines for handwashing using soap and warm water will continue. Children will be taught and reminded how to wash their hands well.
- Children and staff will not be required to wear PPE although staff are required to wear PPE if a child shows symptoms of Covid 19 whilst at school.





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## School Meals

We will be providing school meals for all children. Reception, Year 1 and eligible Year 6 pupils will receive a free school meal. Your child may bring sandwiches as before. Pupils who are eligible for free school meals and attend school may no longer qualify for the voucher scheme. We are awaiting Government instructions on this.

## Some Questions and Answers

### Do I have to send my child to school?

Whilst we have been asked to encourage you to send your child to school, you know your child and your family best. It is your decision. Schools will not follow the usual procedures for non-attendance. You will not be fined. I certainly won't think less of any parents who feel that they do not want to send their child to a school. It is your decision.

### I don't want to send my child just yet, can I change my mind?

Of course you can. Despite all the changes, we are here for you and your child. We would just need to know this in advance so that this can be planned for, i.e. your child allocated a 'bubble'.

### Can I/My Child wear gloves and masks?

Government advice is that children and staff do not need to routinely wear masks. I do not recommend it. We want children to be safe, relaxed and happy and I do not believe that routine use of face masks will help that happen.

### I'm worried that all the changes will frighten my child. Everything seems so different.

We know that. My staff and I have the wellbeing of your child at the heart of all these changes. Children need our support and understanding more than ever right now. We will contact you immediately if your child becomes upset, agitated or overly unhappy.

### Does my child need to wear uniform?

No. Children should wear sensible clothing for indoor and outdoor activity. They do not need to bring PE kit.

### What do I need to send to school?

To maximise safety, we ask that your child does not bring any personal items into school. If a Year 6 child needs to bring a mobile phone, they will leave it in a safe container as before.

### What happens if a pupil or member of staff develops symptoms of Corona Virus?

We have allocated a room where children can be isolated with a member of staff until you come to collect them. This will be done quietly, sensitively and with our caring approach.

Email: [stlukesprimaryschool@wolverhampton.gov.uk](mailto:stlukesprimaryschool@wolverhampton.gov.uk)

Web: [www.stlukesprimary.co.uk](http://www.stlukesprimary.co.uk)



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In order to prepare for reopening to more children, we have received a risk assessment from the Local Authority, which we have completed and scrutinised. We are now waiting for this to be reviewed and checked by the Local Authority and as soon as this has been completed we will publish them on our website.

Of course we are all concerned right now, but I hope you all truly believe that the way we organise our school, the way we approach the health and safety, the safeguarding, the wellbeing and the learning of your children is done with maximum commitment, effort and effectiveness.

I've been doing this job for a fair while and I can say that I never been prouder to be the headteacher of St Luke's than I am now. See you all when you are ready. If things change, we will be in touch.

Thank you, as always, for all your support and positive comments throughout this time, we really appreciate it.

God bless, take care and stay safe!

Yours sincerely

Mrs A Grennan  
Headteacher

Mrs V Davis  
Chair of Governors



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