



St Mary's Catholic Primary School

Headteacher: Mrs Helen Armstrong
Diocese of Plymouth

25th August 2020

Dear Parents and Carers,

I hope you are all enjoying a restful holiday and that you have been able to make lots of happy memories. We have had a few emails asking for reminders of the details for returning to school so I thought I would write to you all so that you are clear on the procedures for returning to school on the 7th September.

Firstly, can I say that we are looking forward to having all the children back in school and the staff have all been in school making sure that they are ready to receive their new class. Mr Aldworth has decorated the Year 4 Classrooms and they have had new carpets fitted. They look great and I thank him for all his hard work. We have replaced some of the old wooden doors with lovely blue ones. The change is amazing! We only have a couple of wooden doors left to replace now and hope to get those done next year. The final improvement is a new flooring in the 'The Nest'. We could not afford it last year when we had the kitchen replaced but it has all been done now and looks clean and fresh.

We have also been busy appointing new members of staff and we are pleased to welcome Miss Kathryn Luff as a 1:1 Teaching Assistant in our Foundation Stage class and Mr Jack Vince who is joining us as our 'Sports and Active Life Champion'. This new role is to replace Miss Mauri, our HLTA who left in the summer to finish her teacher training, and we feel that Mr Vince will be able to support across the school and with clubs when they start again.

Our Risk Assessments and Action plans have been completed and signed off by Plymouth CAST. All staff will be in school on the 3rd and 4th September for Inset days and the children will return on Monday 7th September.

IMPORTANT INFORMATION - Please remember the request that only one parent brings their child to school each day to reduce the number of adults and to aid social distancing. Please do the same for collection at the end of the day in order to limit the risk of congregating.

The School Day

8.30-8.40am Pick up – 2.55pm

Year 6

Bottom Gate through the car park in through the art room

Year 3

Normal morning gate in through the front entrance and to the classrooms via the hall

FS2

Side gate and stand socially distanced in the playground

8.45-8.55am Pick up – 3.10pm

Year 4

Bottom Gate through the car park to the outside door of Year 4

Year 2

Normal morning gate straight to their classes

"Inspiring each other to learn, in the light of Christ"

Devon Road – Poole – Dorset – BH15 3QQ

Telephone: (01202) 676207

Website: www.st-marys.poole.sch.uk

E-mail: office@st-marys.poole.sch.uk

9.00-9.10am Pick up – 3.25pm

Year 5

Bottom Gate through the car park to the outside door of Year 5

Year 1

Normal morning gate straight to their classes

All these arrangements are subject to change, we will trial them for the first couple of weeks and I will welcome any feedback from parents which suggests how we can improve the system. Then I will adapt our Risk Assessments and Action Plans as appropriate.

Our booking system is still open for our 'Before School and After School Club, which will be held in the hall. **Booking will close for the first week on Wednesday 2nd September.** This will enable us to ensure the all arrangements are in place. As with all things, there are restrictions on the timings, but again hopefully these will change with time.

Before School and After School Club

Held in year group bubbles in the hall.

Breakfast Club

Session 1 – From 7.30-7.40am

Drop off – main gate for Breakfast club

Session 2 - From 8.00-8.10am

Drop off – main gate for Breakfast club

After school club

Session 1 – From the end of school. Pick up 4.25-4.35pm

Pick up from the main gate

Session 2 – From the end of school. Pick up 5.25- 5.35pm

Pick up from the main gate

All children in the Foundation Stage and Key Stage One will have access to the packed lunch as part of the 'Universal Free School Meal Offer'. Children in Key Stage 2 who are eligible for Free School Meals will also have a packed lunch which they will eat with their 'Bubble' in the classroom. The menu has been emailed and is on the website. If you would like to order and pay for a packed lunch for your child you can now go on the online booking system but again this will close for the first week on the 2nd September to enable us to order the meals.

The children will be returning to school in full uniform from September but we will ask that they attend in their PE kits for the full day on the days they have PE. You will be notified by the class teacher which days. We still have a large amount of good quality second hand uniform available. Please if you require anything specific email the office and we will hopefully be able to help.

To reduce the number of things coming into school we suggest in Foundation and Key Stage One the children just bring their book bags and a water bottle to school. If they are bringing their own packed lunch this needs to be in a

separate bag. In Key Stage Two the children will need to bring a packed lunch (if they are not school meals), a water bottle and a small bag (please avoid large ruck sacks).

In an effort to reduce the number of people entering the school site we ask that, if possible, you call the office to leave a message. There will be a post box on the outside of the main gates for you to post information into and this will be checked daily. If you need to collect your child for an appointment, then please inform the office staff who will bring your child to you at the main gates. If you need an appointment with a teacher the office staff will be more than happy to arrange this for you.

We will be limiting the exchange of items moving between home and school and therefore would ask if you have unsubscribed from our e-comms system that you do accept emails from the school in future, the office will contact you to request that you use our preferred method of communication. Thank you.

We will be continuing to use our Google Classrooms in September for Years 1-6 and Tapestry for our Foundation Stage Children. Homework will be set via Google Classrooms and children will be accessing some lessons during the week using this platform so they are confident in how to use it should we experience another lockdown. If you are experiencing problems accessing the 'Google Classrooms' please could you email the office.

I hope this reminder of the arrangements is helpful. We really are looking forward to seeing you all in September and hope that you enjoy the remainder of your holidays.

Yours faithfully,

A handwritten signature in black ink that reads "Helen Armstrong". The signature is written in a cursive, flowing style.

Mrs Helen Armstrong
Headteacher