



Headteacher: Mrs Jenny Posner

Monday 22nd June 2020

Dear Parents and Carers of children in Year 4,

Following the announcement about children being welcomed back to school, I am writing to you to say how much we are looking forward to seeing the children and to explain what school will look like and what we have done to ensure the health and safety of you and your child. I understand that you and your children might be feeling a little anxious about coming back to school, but I wanted to explain what specific plans we have put in place. Well being and mental health is our top priority when children are returning to school and we have planned activities to support in this area.

Whilst in school, your child will be in their class bubble e.g. all of Year 4 children will be in the Year 4 bubble. The children in the bubble will not have to be physically distanced from each other, but they will have to be physically distanced from staff members. Staff and parents will also have to be physically distanced from each other. The class bubble will have staggered drop off, pick up, break and playtimes and use separate toilets and to ensure they don't mix with other bubbles and therefore reduce the risk of infection. It is extremely important that we all follow the school policy to ensure we are compliant with the health and safety rules set out by the Government of Jersey.

It is essential that if your child or anyone in their family they live with have any symptoms of COVID, they must not come into school. They should phone the COVID helpline (01534 445566) and seek advice. If a child develops any symptoms of COVID whilst in school, our procedure is for the child to be isolated in a group room, where a member of staff (wearing PPE) will support them. A parent will be asked to pick up their child and then they should phone the helpline.

Mrs Brown is unable to return to school at the moment. Therefore, Mr G will be teaching the class every Monday and Wednesday. Mrs Cooper will be teaching on Tuesday and Mrs Creswell on Thursday and Friday. Mrs Brown will be carefully planning the learning activities and working remotely with the team in school. I acknowledge that having three teachers each week is not an ideal situation, however, the three members of staff know the children and work effectively as a team.

Information specifically for the Year 4 class is below and I ask that you talk through this with your child. Please note that as we get more children back into school, our risk assessment and organisation will be reviewed and adjusted as needed. Our full COVID-19 policy and risk assessments will be published on the school website on Monday 22nd June and I will send you a link.

Start date	Monday 29th June
Drop off/pick up	Drop off time at the classroom will be: 9am Pick up time from the classroom will be: 2.55pm Due to health and safety, we will ask you to walk around a one way system to drop off. There will be members of staff to show you where to go and please expect it to take a few more minutes than normal. Please be on time and do not arrive at the classroom before the time stated above so we don't have too many people moving around on site at the same time. It is essential that parents follow these drop off times, however in the event you are late due to an unforeseen circumstance please speak to a member of staff who will be on duty. If many other parents are crossing the road when you arrive, please just wait until there are less people. Parents will be asked to drop off/pick up from the grass area and not go onto the walkway area.



	<p>When crossing the road, please ensure that you wait at the stop sign so that our crossing patrol has enough space.</p> <p>The school day is slightly shorter than normal as we have reduced lunchtimes to 40 mins due to staggering these across the school.</p>
Siblings with different drop off times	<p>As more children come back to school, parents might need to drop off more than one child. We have analysed the amount of siblings in each class and tried to schedule drop off times as near each other as we can. As you can imagine, this is difficult to do across the whole school!</p> <p>If you have a siblings with a different drop off times, we ask that you drop off your first child, then wait on the school field area to drop the next child off. If your child is in the first drop off and can walk across to school from the car park without you e.g. if they are in Year 5, then please do this and wait in the car with your youngest child before coming over to school at the drop off time.</p>
What happens if my child feels anxious	<p>If you child is particularly anxious or worried before their start date, please provide reassurances for them and contact us if needed. A plan can be put in place which includes shorter times in school, later drop off etc. When dropping off, if your child does become anxious, please seek support from a member of staff.</p>
Uniform	<p>We understand that children might have grown out of school uniform and shoes and we will be flexible with our uniform policy. Your child will need to wear their red PE top and school or PE tracksuit top. They can choose what shorts/trousers/skirt and shoes to wear. They must be appropriate for school and for doing outdoor activity e.g. no flip flops. If you need to wash PE tops/jumpers and don't have any extra items, children can wear plain t-shirts (red if possible).</p>
What to bring	<p>Lunchbox (including any cutlery you need as we won't be able to lend these to you)</p> <p>Full water bottle (as cups in classrooms will no longer be used)</p> <p>Hat/sunscreen</p> <p>Pencil case</p> <p>Their reading book</p> <p>Bring your home learning pack and any borrowed resources/books back to school</p>
Lunchtimes	<p>Lunchtimes will be 40 mins. Children will play outside for 20mins and eat in their classrooms for 20mins. Children will be given a large area of the playground to play in with other children from their bubble.</p>
Hygiene	<p>Children will be expected to wash their hands when arriving, before snacks, before and after lunch, whenever they use the toilet and before they go home. Children must wash their hands for 20 seconds using soap and water. We also have hand sanitizer for those situations where we don't have access to a sink. We have increased cleaning in school, in line with our cleaning strategy.</p>
Curriculum and timetable	<p>Due to increased hand washing, levels of organisation and teachers being distanced from children, our timetable will look a little different. We are aiming to do three activities a day, alongside well being and class community activities.</p>
Parents on school site	<p>Parents will not be able to come into the school building, unless it is an emergency or a pre-arranged meeting. Parents can contact the classteacher via email or by phoning school. When dropping off, parents will be asked to stay on the grass area to say goodbye as their child walks into class.</p>
Breakfast and after school club	<p>For at the least the first week back at school, our breakfast club and after school club will not be open. This will be reviewed as guidelines from the Government are updated.</p>
Picking up during the school day	<p>If you need to pick up your child during the school day e.g. for an appointment, please come to the front of school and speak to Mrs Hidrio.</p>

We know that returning to school will be different and feel strange; our staff team have worked really hard to plan for the safe return and I know they are looking forward to seeing the children back at school. Although we will have to adhere to levels of physically distancing, this does not stop our normal level of care, warmth and compassion that all our staff show towards our children and families at St Martin's.

As always, and especially during this time, if you have any questions, please do not hesitate to get in touch with me.



Take care,
Mrs Jenny Posner

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