



*Life in all its fullness*

head@stratford-sub-castle.wilts.sch.uk  
admin@stratford-sub-castle.wilts.sch.uk  
www.stratford-sub-castle.wilts.sch.uk

Salisbury  
Wilts  
SP1 3LL

☎ 01722 327 227  
☎ 01722 327 227

Friday 26<sup>th</sup> February 2021

Dear All

The staff and I are so excited about the ending of this most recent period of 'National Lockdown'.

We at Stratford-sub-Castle Primary School know how important **routine, friends and fresh-air** are to the all-round well-being of your children. With this in mind, we hope you will continue to support us in adhering to all the rules/new routines and support your child's good attendance at school (unless of course they are ill).

As it stands now, school will run pretty much as it did in September to December with a few tweaks...

This letter is intended to let you know we cannot wait to be 'whole again' and to re-jig your memory of how life used to be... before Christmas!

- Anyone picking up children at the end of the day should **please wear a mask**. This is compulsory if you are entering the school site. It is highly advised if you are outside the school gates at either the beginning or end of the school day.
- We are keeping the school building well ventilated, as this is a recommended way of keeping the air in classrooms fresh and Covid-free. This means that the rooms can get colder than usual, on occasions. Obviously, we do not want anyone to be miserable or uncomfortable, so we are encouraging **the wearing of layers** under uniform and **allow the wearing of a fleece (or similar)** over the top of sweatshirts, should this be necessary. This does not have to be a school fleece and any colour is acceptable. However, it is important that it is not the same garment worn by children at playtime or lunchtime, as it is not good to sit in damp clothes!
- Please also bear in mind, how you mix with each other on the way to school, in cars, on paths, in carparks at the beginning and at the end of the day. **The Reading Room carpark is not a playground and must not be used as one.** There were some near accidents prior to Christmas because of children playing near cars. The Church kindly let us use this facility for parking, please do not abuse the kindness offered to us.

## **IMPORTANT INFORMATION/REMINDERS**

### **FOR MONDAY 8<sup>TH</sup> MARCH 2021**

### **FULL OPENING!**

**We continue to follow the specific guidance set out by the DFE for the return of primary schools (this is fundamentally how the school was in September, with a few tweaks):**

1. All our pupils are expected to attend school by law
2. All pupils are expected to wear school uniform. (Extra warm clothing may be worn – see below for details)
3. Classes will be back to their full size and format (with minimal mixing).
4. There are three arrival times (with siblings arriving at the same time) and everyone in school by 09:00.

5. Adults dropping off children in the morning are not allowed beyond the school gate, but we hope older children can walk from the car by themselves (as now).
6. A staggered pick-up at the end of the day continues (with everyone leaving at or just after 15:00). Adults may come onto the school site at this time, but must wear a mask.
7. Classes enter / leave the school building by different doors.
8. Breaks and lunchtimes are staggered.
9. Hot meals are available.
10. Early Birds and Night Owls will take place. (In the school hall to allow for social distancing)
11. After school clubs will not take place.
12. Whole school assemblies will not take place.
13. Everyone is expected to follow good respiratory hygiene. (We have bins with lids to allow for **catch it, bin it, kill it!**) Please teach your children to catch coughs and sneezes in a tissue, bin it and then wash their hands.

**Please help us to keep our staff healthy by maintaining social distancing at all times. When you wish to contact a specific member of staff please either e-mail via the office or arrange a phone call via the school office.**

#### **Some reminders...**

Drop-off and collection times are staggered – only one adult should drop-off/collect. Please read this letter carefully as it provides you with specific information about what you need to know and what to expect. Please do your best to help us implement this plan, but **if things do not go quite to plan please do not overly worry. Do your best!**

#### **Our overall rationale is to follow the guidance set out by the DFE:**

- minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges
- cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- cleaning frequently touched surfaces often using standard products, such as detergents and bleach
- minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)

At Stratford-sub-Castle Primary School, we shall continue to implement the guidance and at the same time keep children's well-being and over-all health at the centre of what we do. 😊

Below are the plans in more detail, for your child/children, in case you have forgotten the COVID-19 ROUTINE! In order to keep everyone safe, our school day remains as familiar as possible, with the necessary changes, to keep everyone as safe as possible.

### 😊 **Our routines...**

#### **ARRIVAL**

Arrive according to your **child's surname**.

**08:40 = A to G**

**08:45 = H to N**

**If you happen to be travelling/ arriving at school with someone with a different surname**

**08:50 = O to Z**

**choose one time slot and arrive together.**

### Dropping off children...

- Keep to allocated time slot.
- One adult to drop-off and pick-up pupils (Drop-off at kerb if pupils are old enough or if younger, bring to gate and 'hand-over' to staff).
- Maintain and respect social distancing.
- Leave the area immediately following drop-off.

**Make sure you do not park on the zig-zag lines and take great care when pulling in and when you leave. Take care of ALL OUR CHILDREN! The Reading Room carpark is available! Park and walk from there. Please remember this is a carpark not a playground.**

### Pupils...

- Enter using the allocated gate/ door, we will be there to support and guide.
- Use anti-bacterial gel on hands on entering the classroom.

### COLLECTION

Meet up and leave the school site immediately according to your **child's surname. Meet with the younger child first and we will steer your other children in the right direction.**

**15:00 = A to G**

**15:05 = H to N**

**15:10 = O to Z**

**If you are travelling/ leaving with someone with a different surname please let us know. We will arrange for you to leave together if possible.**

### Collecting children...

- One adult to pick-up pupils (meet with children out of school, if you are happy to allow them to walk independently to you) Please inform the school in writing, an e-mail will do!
- Exit using the using the main gate and adhere to the one way system.
- Maintain and respect social distancing.

### Pupils...

- Exit using the main gate and adhere to the one way system.
- Maintain social distancing whilst leaving the school.

### ENTRY AND EXIT OF SCHOOL SITE

CLASS	GATE IN	DOOR IN	GATE OUT	DOOR OUT	ADULT WAITING AREA
<b>Butterfly</b>	MAIN	BACK GATE NEAR GARDEN	MAIN	HALL SIDE DOOR ONTO BIG PLAYGROUND - BACK	BOTTOM OF BIG PLAYGROUND
<b>Owl</b>	SMALL	GATE NEAR OUTDOOR CLASSROOM	MAIN	GATE NEAR OUTDOOR CLASSROOM	OUTDOOR CLASSROOM AND NEAR BIKE SHED FENCE.
<b>Woodpecker</b>	MAIN	GLASS HOUSE DOOR	MAIN	HALL SIDE DOOR ONTO BIG PLAYGROUND	BIG PLAYGROUND (MIDDLE)
<b>Fox</b>	SMALL	FOX SIDE DOOR (DOWN STEPS)	MAIN	FOX SIDE DOOR (DOWN STEPS)	OUTSIDE SCHOOL OR SMALL PLAYGROUND
<b>Robin</b>	MAIN	GLASS HOUSE DOOR	MAIN	GLASS HOUSE DOOR	OUTSIDE SCHOOL OR BIG PLAYGROUND NEAR CARPARK

**There is a one- way system at the end of the day. Staff will point you in the right direction!**

### **BREAKS AND LUNCH**

<b>CLASS</b>	<b>BREAK</b>	<b>LUNCH</b>
<b>Butterfly</b>	10:25 – 10:44	11:45 – 12:30
<b>Owl</b>		
<b>Woodpecker</b>		
<b>Fox</b>	10:45- 11:05	12:30 – 13:15
<b>Robin</b>		

**Hot meals are ordered on the day, in each classroom. If payment is required, please pay via Parentpay.  
All pupils in EYFS, Y1 and Y2 pupils may have a Universal Free School Meal cooked on the premises.**

### **EARLY BIRDS (EB) AND NIGHT OWLS (NO) – in the school hall**

EB and NO takes place in the hall. In the morning, please feel free to escort children to the hall via the main big playground, if you feel they require supervision.

If you are collecting children from NO, please do so via the big playground.

Children will spend as much time as possible outdoors. Please ensure they have suitable clothing for the weather conditions!

**In the morning (Early Birds) if you are happy for your child to walk in, unaccompanied, please let them do so. If not please feel free to walk them to the hall door and leave as soon as possible. Thank you!**

### **Things to remember and be aware of...**

#### **Children need to bring:**

- Snack and drinks for the day including a water bottle (named please- also note the water fountains are closed).
- PE kit (named in a named bag).
- Book bag for reading book (school will provide a clear plastic zipper if required).

**Please do not provide your child with nuts for their snack or packed lunch as we do have children with nut allergies.**

#### **Other considerations:**

- If possible, children should bring a small pencil case (Y3 – Y6) so that we can minimize the sharing of equipment.

### **Important things to note...**

- If you need to pass any messages onto school please call or e-mail the school office (01722 327227 or [admin@stratford-sub-castle.wilts.sch.uk](mailto:admin@stratford-sub-castle.wilts.sch.uk)).
- **Please note the teachers will not be monitoring their class e-mails** so contact them via the school office on the number and e-mail address above.
- If any child displays symptoms of Coronavirus they will be sent home immediately. While they are waiting to be collected, they will be isolated with adult supervision. If your child is unwell for any reason, please phone the school as usual and let us know if they are displaying any COVID 19 symptoms.

It is important that all members of the school community follow the following guidelines:

All of us must be prepared to

- book a test if we are displaying symptoms. This applies to all children and adults. Staff and pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone we or a child have been in close contact with if we/he or she were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- self-isolate if we have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in our household develops symptoms of coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

**If your child is unwell for any reason and unable to attend school, please phone the school office between 08:30 – 09:30 and let us know.**

This ensures we know they are safe and helps Mrs. Munt, in the office, to reduce the number of 'chase-up' phone calls she has to make. Thank you.

Kindest regards

Kay Bridson

Please ensure we have your up to date contact details. Thank you.

