



# St Elizabeth Catholic Primary School

Bonner Road, Bethnal Green, London, E2 9JY

T: 020 8980 3964

email: [school@st-elizabeth.uk](mailto:school@st-elizabeth.uk) website: [www.st-elizabeth.uk](http://www.st-elizabeth.uk)



**Executive Headteacher:** Ms Angelina John

**Head of School (KS2):** Mrs Tracy Jennings

**Head of School (EYFS & KS1):** Miss Naomi Sutherland

28 August 2020

Dear Parents/Carers,

**Re: Return to St Elizabeth Catholic Primary School, Autumn Term 2020-21**

Please read the HM Government COVID-19 Response booklet alongside this letter – **this can be found on our website under our 'Parents' tab – 'COVID-19 Response' tab**

Firstly, I hope that you have enjoyed a restful and relaxing summer so far and that you and your loved ones are safe and well.

As you are aware, the Government has announced that schools should **fully reopen** from the start of the upcoming Autumn Term (Sept 07). They have decided this on the basis of:

- The prevalence of coronavirus decreasing
- The new NHS test and trace system being in place
- More clarity about the measures that need to be in place to create safe environments in schools
- Time out of school being detrimental to children's development
- The low risk to children of becoming severely ill from coronavirus

This means we are planning to open to **all** of our pupils in September. We are looking forward to welcoming everyone back on Monday 07 September 2020 and we continue to work hard to maintain the school as a safe, enjoyable environment.

We wanted to get in touch to explain what you can expect from us and what we will expect from all of our parents and carers.

## Attendance

Attendance will be mandatory in September, as the Government expects all pupils to attend school. The usual rules will apply, meaning we will be recording attendance and following up on any absences.

If your child/children have been staying at home due to the current shielding guidance, the Government is due to pause this guidance on 01 August if there is a continued decline in coronavirus transmission rates. **That means they should be able to come back to school in September.**

However, if you have received clinical or public health advice that your child/children should still remain at home, please let us know and continue to follow that guidance. We will be offering remote education to these pupils. The NHS will issue all schools with a list of children who are clinically vulnerable.

## Safety measures

When your child/children come into school, we will have the following protective measures in place to ensure the safety of all staff, children and parents. These arrangements have been put into place following a full Risk Assessment process and are in line with guidance from the Department for Education (DfE) and Unions.

We will continue to review the arrangements we have implemented and update you with any changes as and when we make them.



Sustainable Travel  
Accredited and Recognised  
Outstanding level 2010



## Maintaining a safe school environment

I would like to take this opportunity to remind you of the preventative measures the school has already put in place in order to minimise the spread of infection.

As per the advice from the Government, the following actions for infection control remain in place:

- Displaying coronavirus infection control measures information posters around the school
- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After breaks and physical activities
  - Before food preparation
  - Before eating any food, including snacks
  - Before leaving school
  - At regular intervals throughout the day
- Installing alcohol-based hand sanitiser dispensers that contain at least 70 percent alcohol throughout the school entrances and exits for staff and visitors.
- Child sensitive hand sanitiser is available for children when they are unable to get to a washroom.
- Ensuring our children and staff understand good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach and ensuring a good supply of tissues and bins throughout the school.
- Staggered lunch and break times.
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual by staff.
- Calling NHS 111 if someone becomes unwell, isolating any unwell people in a separate room and providing a separate bathroom, where possible.
- Asking that anyone who is displaying coronavirus symptoms, or who lives with someone who does, are not to attend school. This includes both children and staff.
- Providing staff training on PPE, rubbish disposal, mental health and well-being training.
- Keeping children in groups or bubbles with as much consistent staffing as possible and minimising contact with other groups around the school setting.
- Implementing an enhanced cleaning schedule during the day, ensuring that toilets and surfaces touched by children and staff (tables, door handles) are cleaned regularly and throughout the day.
- Propping doors open so minimum contact is needed.
- Asking parents/carers to physically distance from each other and from staff when dropping off and collecting their children and to limit drop off and collection to one parent/carer per household.
- Keeping classrooms well-ventilated throughout the school day.
- Creating more shaded outdoor working spaces for learning where possible.
- Removing soft furnishings from classes.
- Prohibiting the use of sand and water play and any malleable materials.
- Ensuring each child is equipped with their own school equipment – stationary packs.
- Asking children not to bring toys or other items from home to school.
- Ensuring a qualified first-aider is situated in the medical room throughout the school day.
- Ensure parents, children and staff are aware of recommendations on transport to and from school (including avoiding peak times).

<https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings>



Sustainable Travel  
Accredited and Recognised  
Outstanding level 2010



## Arrangements for the start and end of the school day

In order to ensure arrangements are as safe and secure as possible we will be operating a staggered start and end for different year groups.

Year Group	Time	Entry & Exit Gates
2 Year olds am	8:45am – 12:00pm	EYFS Gate
2 Year olds pm	12:25pm – 3:10pm	EYFS Gate
Nursery am	8:45am – 12:00pm	EYFS Gate
Nursery pm	12:25pm – 3:15pm	EYFS Gate
Nursery FT	8:45am – 3:15pm	EYFS Gate
Reception	8:45am – 3:20pm	EYFS Gate
Year 1	8:45am – 3:20pm	KS1 Gate
Year 2	8:45am – 3:25pm	KS1 Gate
Year 3	8:45am – 3:30pm	KS1 Gate
Year 4	8:45am – 3:20pm	KS2 Gate
Year 5	8:45am – 3:25pm	KS2 Gate
Year 6	8:45am – 3:30pm	KS2 Gate

All children will arrive between 8.45 and 9.00am and go straight to classrooms for a soft start to the day.

The beginning and end of the school day are the busiest times for children and adults congregating together in one place and maintaining safe distances within normal arrangements can be a challenge. We have implemented the following measures for when children return to school:

- Only 1 parent/carer per household to accompany child/children to the school gate. We ask all parents to queue in a socially distanced manner as the children come into school. We ask parents not to congregate outside the school and block the pathway.
- Children will be handed over to staff who will be waiting at the school gate.
- Children will go straight to class from the gate.
- Social distancing from other parents and from school staff must be maintained when dropping off or collecting children.
- Parents and carers are not allowed on the school premises until further notice.
- Year 5 & 6 children travelling to school on their own must be accompanied if travelling on public transport.

## Arrangements for break times and lunchtimes

We recognise the importance for all children to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect of children settling back into school life, but we have made some adjustments to break and lunch times.

- Breaks and lunchtimes will be staggered so that bubbles are kept separate.
- Restrictions on the number of children eating together to allow for social distancing.
- A rich variety of minimum-contact sports will be offered.

## The school day

To minimise the number of children and staff gathering for periods of time, we have made the following changes to the school day:

- No Swimming – this will be reviewed each term.
- No whole school assemblies - classroom prayers or class assemblies will take place instead.
- We will reduce the amount of time children are in face to face contact with others and keep within at least 1 meter of anyone.



Sustainable Travel  
Accredited and Recognised  
Outstanding level 2010



## School events

Please note the following events have been cancelled and/or revised:

- Parent Curriculum Meetings – we will conduct this as a virtual meeting per year group.
- Residential trips – We hope to have the Y6 trip to Butlins in July 2021 but will cancel if this cannot go ahead (tbc).
- Harvest Festival – this will be celebrated as a year group and each year group will support their own outreach project
- Black History Month Celebration – the school has revised our Equality policy in light of recent events. The celebration of black history will permeate our everyday learning.
- St Elizabeth Day - this important event in our school calendar will take place in another format (watch this space as we get creative).
- Book fairs – online purchases.
- Parent Teacher Consultations will be done over the phone or remotely if necessary. Each child will receive their termly targets as usual.
- Anti-bullying day - the school has revised our Anti-Bullying policy with an emphasis on online bullying. Anti-bullying themes will permeate our everyday learning.
- Nativity play performances – this important event in our school calendar will take place in another format (watch this space).

## School trips

There will be no school trips taking place on public transport, this will be reviewed each term. Classes will be encouraged to go on local area visits.

## What parents need to do now

**Uniform:** Full school uniform must be worn each day. The school has many spare, good quality uniforms that parents can have. Please email the school on [school@st-elizabeth.uk](mailto:school@st-elizabeth.uk) with your child's name and size and a set will be sent home to you. On the days the children have PE they must come to school in their PE kits. PE kits will be kept at home and not in school.

**Water bottles:** Children **must** bring in their own bottle of water each day as we have turned off all water fountains within the school premises. Please ensure they are **clearly labelled** with your child's name. We encourage re-usable bottles to save our planet.

**Book bags and any other bags:** Children are **not** to bring in their book bags for the foreseeable future. Please do not bring any toys or unnecessary items from home to school. You will be advised when it is permitted. Only Year 5 & Year 6 children who walk home by themselves can bring a small bag if they need to carry their keys or phone. These will be stored away until the end of the day.



**Medication:** Children must have the medication they require if they have medical needs. No child will be allowed to stay in school without the medication they need to keep them safe. This must be given in to the school office. Parents must phone up the school office the day before to inform us that you will be bringing in medication. A member of the office team will then complete the form over the phone with you. The form will be available the next day to be signed by parents and a member of the office staff will collect the medication at the gate.

**Return to school video:** Parents can support their child/children by preparing them for some of the changes in school.

<https://drive.google.com/file/d/1ms2EYSEdVZvZzqskUtglu4CV8o25Xf4/view?usp=sharing>

**School meals:** We encourage all children to have a hot and nutritious school meal. We ask parents to refrain from packed lunches during this time. School meals are free due to the Mayor's FSM scheme, however, if you are entitled to certain benefits you should apply for Free School Meals to ensure your child receives their entitlement if this scheme were to cease. If your child is between 3 and 11 years old, you can contact the Family Information Service on 020 7364 6495 to check whether you are eligible.



Sustainable Travel  
Accredited and Recognised  
Outstanding level 2010



## What can parents and carers do to help?

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

In line with the current NHS and Government advice, you should keep your child at home if they develop coronavirus symptoms (high temperature, new continuous cough or/and loss or change to your sense of smell or taste).

## What to do if you have symptoms

If you have any of the main symptoms of coronavirus:

1. Get a test to check if you have coronavirus as soon as possible.
2. Inform the school straight away.
3. Stay at home and do not have visitors until you get your test result – only leave your home to have a test.

Anyone you live with, and anyone in your support bubble, must also stay at home until you get your result.

## Get a test to check if you have coronavirus

For more information, read the further [guidance on symptoms](#).

If you have one or more of these symptoms, you must self-isolate straight away for 10 days – or longer if you still have symptoms other than cough or loss of sense of smell/taste.

If you live in the same household as someone with coronavirus symptoms, you must self-isolate straight away for 14 days.

All staff and children who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus and are encouraged to get tested in this scenario. To access testing parents will be able to use the 111 online coronavirus service if their child is 5 or over. Parents will be able to call 111 if their child is aged under 5. Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self- isolation.

## If you test negative

If you get a negative test result, this means you are at a low risk of having coronavirus.

Other members of your household can stop self-isolating. If you feel well and no longer have symptoms similar to coronavirus, you can stop self-isolating. You could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until you are better.

## If you test positive

If you get a positive test result, this means that when you took the test, you had coronavirus. You and other members of your household must continue to self-isolate.

Where the child or staff member tests positive, the rest of their class or bubble within the school will be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

## Test and Trace

As part of the national **test and trace** programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct an investigation and will advise schools and other settings on the most appropriate action to take.

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/>

## Part 1: for someone with symptoms of coronavirus

Think: Isolate – Test – Results – Share contacts



Sustainable Travel  
Accredited and Recognised  
Outstanding level 2010



## **Part 2: if you are contacted by the NHS Test and Trace service because you have been in close contact with someone who has tested positive for coronavirus**

Think: Alert – Isolate – Test if needed

If you think your child may have been exposed to or has coronavirus, or if your child receives a positive test result for coronavirus, please contact the school on 0208 980 3964 at the earliest opportunity.

**It is very important that parents update their contact details with the school in case your child falls ill we will need to contact you immediately. We would like all pupils to have at least 3 emergency contact numbers.**

### **Curriculum**

Although there will need to be some changes to reflect the teaching time that was lost during the lockdown, we will still be doing our best to provide an ambitious, broad curriculum.

Our Recovery Curriculum will focus on pastoral support, pupil wellbeing and re-establishing core skills such as reading, vocabulary and maths. As a result, some modification to the curriculum may be needed but we aim to return to the full curriculum offer by the Summer Term at the latest. Our focus in the initial weeks of term will be on acknowledging the experiences the children have had but also a time to reconnect with pupils and staff. We want our pupils to firstly be happy, feel safe and able to be engaged in their learning.

In the first three weeks of term, teachers will carry out baseline assessments, which will help to determine any gaps in learning. This will be carried out through 'low-stakes' quizzing and child-friendly testing (class discussions, poster making, evaluations). Pupils will not be formally assessed in the first half term. As a school, we are aware that parents and pupils may feel anxious about the learning that has been missed, and we will endeavour to ensure that we use a positive mindset with these, using phrases such as 'opportunities to re-visit' or 'moving forward' as opposed to 'catch up'.

In line with Government advice, there will be minimal interaction between pupils and staff, this will include equipment. Therefore, marking and feedback will look different to what our pupils are used to. Teachers will not mark pupils' books, but instead will make detailed observations of pupils' progress and achievement throughout the lesson and will keep evidence of this.

The school will offer Breakfast (7.45-8.45am) and After-School (3.30-6.00pm) Clubs to working parents, these will have to be pre-booked so we can ensure we have the right number of staff available.

### **Pastoral support**

We are aware that the lockdown has been a difficult time for many of us, including our pupils. It is important that we do not make our children anxious but they must be safe.

Please let us know if you think your children might need extra support when returning to school, such as if they feel anxious about coming back or they are experiencing bereavement. You can get in touch with a member of the Senior Leadership Team to do this.

Pupil wellbeing will be at the forefront of learning throughout the Autumn term. We have a range of planned support for your child/children's wellbeing during this time.

- Pupils will be supported in their transition back to school by ensuring that their thoughts and feelings about school life are valued.
- The School Parliament team will focus on pupil's wellbeing.
- Class teachers will now be monitoring pupil wellbeing and will feedback any concerns to parents and offer support.
- Parent/carers will be welcome to schedule a virtual meeting to discuss any concerns they have.
- NHS Wellbeing Practitioners will continue to supporting families where needed.
- Although Teachers will continue to have high expectations they will be more flexible with their timetables and mindful of those pupils that have not engaged with learning since lockdown.



Sustainable Travel  
Accredited and Recognised  
Outstanding level 2010



- Additional support will be given to pupils according to needs including learning mentors, extra time outdoors, quiet reflection time, meditation, Jujitsu exercise and Yoga.
- Our parental engagement team will work closely with parents/carers to insure that we are supporting our family's needs at home as well as at school.
- Our SEND pupil's parents are invited to schedule a meeting/phone call with our SENDCo and/or learning mentors prior to starting school.
- Some SEND pupils may need to have shorter days to support their transition back to school this will be discussed with parents/carers individually.

Finally, as per the Government guidance, attendance to school is compulsory from the start of the new academic year and the school believes that it is vital that all pupils return at the start of term. However, I am aware that a number of our families may be abroad on holiday at the moment. Countries such as France, Croatia and the Netherlands have recently been added to the Government's quarantine destinations, requiring British citizens to quarantine for 14 days from their return. **If your child/children needs to complete a period of quarantine, they should not attend school until the quarantine has been completed.** If this is going to affect you, please use the school website to 'report an absence' with the relevant details and dates. More information about the Government's travel corridors and quarantine requirements can be found here: <https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors>

If you have any questions or concerns about the points we have set out above, please get in touch with a member of the Senior Leadership Team.

We are extremely grateful for all the support we have received so far from the school community. We will continue to keep in touch if there are any updates to our plans or if we need to make changes due to new or updated Government advice.

Yours sincerely,

Ms A John

### Leadership Team

<b>Ms A John</b> Executive Headteacher	<b>Mrs T Jennings</b> Head of School (KS2)	<b>Miss N Sutherland</b> Head of School (EYFS & KS1)
<b>Ms F Macleod</b> Senior Leader Upper KS2		<b>Miss M John</b> Senior Leader Lower KS2
<b>Ms P Galeri</b> Middle Leader	<b>Mr T Vidal</b> Middle Leader	<b>Mrs N Valenzano</b> Middle Leader
<b>Ms Ceri Walker</b> Head of Admin		



Sustainable Travel  
Accredited and Recognised  
Outstanding level 2010

