



Saint Nathaniel's Academy

'Courtesy • Consideration • Respect'

Principal: Mrs R Patrick

Westport Road, Burslem, Stoke-On-Trent, ST6 4JG

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8th July 2020

Dear Parents and Carers

We hope that you and all your family are keeping well.

We have been working hard to follow the government guidance and draw up a suitable plan to re-open school on **Thursday 3rd September** to all pupils. We want to reassure you that the health, well-being and safety of your children will always be our first priority and we are unapologetic in our commitment to this. The government's guidance is based on a twin strategy of limiting contact between pupils and implementing hygiene measures.

In this letter, we will be outlining the proposed main changes to our normal routines which we have identified as part of our risk assessment. **It is important to note that from September the usual attendance rules will apply and attendance will once again be mandatory.**

For the first two weeks in September, to ensure everyone feels confident and that our site is as safe as it can be when we all return to school, we will continue with our current arrangements in closing after lunch on a Friday afternoon. This is to allow a deep clean of the whole school site to take place. All pupils will therefore need to be collected early; for Nursery and Reception this will be at 12:45pm and for the rest of the school this will be at 1pm.

Staggered start and finish times

Children will be allocated a start and finish time for their year group. It is very important that they stick to this time and that social distancing is maintained around the school gate. Only one parent should bring/collect their children to/from the school. Different year groups will be expected to access the site from different gates.

Year Group	Gate	Start time	Home time
Squirrel Lodge	Top gate on Westport Road	See separate letter	See separate letter
Nursery	Lower gate on Westport Road	See separate letter	See separate letter
Reception	Lower gate on Westport Road	8:45-9am	3:15pm
Year 1	Top gate on Westport Road	8:45-9am	3:15pm
Year 2	Top gate on Westport Road	8:30-8:45am	3pm
Year 3	Murhall Street gate	8:45-9am	3:15pm
Year 4	Murhall Street gate	8:30-8:45am	3pm
Year 5	Gate on St Paul's path	8:45-9am	3:15pm
Year 6	Gate on St Paul's path	8:30-8:45am	3pm

Squirrel Lodge, Nursery, Reception, Year 1 and Year 2 pupils will be met at the gates by staff and taken to their classrooms. Staff on the gates will direct Years 3, 4, 5 and 6 to follow the clearly marked signs to their classroom doors where they will be met by staff.

Class Bubbles

In Years 1 through to Year 6 each class will operate as a teaching bubble as per the DfE guidelines and will remain in the same classroom with the same staff as far as possible. For Nursery and Reception where the classroom environments are more open and learning areas and equipment are shared across classes these will operate as a year group bubbles with a Nursery bubble and a Reception bubble.

The guidance advises that social distancing and bubbles should not be seen as alternative options and that both measures 'will help'. However, it does recognise that strict social distancing will not always be possible,



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especially with primary aged pupils. Older children will be encouraged to maintain social distancing but the guidance states that this is not essential. School staff will role model social distancing within their bubble as much as possible, but will still support and comfort children as and when required and administer first aid when the need arises.

School will provide children with pens, pencils, colouring pens, however children will not be able to share equipment. Individual packs of equipment have been put together for each child to keep on their desk with their name on. Children should limit the number of belongings which they bring in to school to lunchboxes, water bottles and coats. All items should be clearly named. Any personal items including their own books from home or pencil cases should be left at home.

Whole school assemblies will be pre-recorded and shared via the interactive whiteboards in classrooms to avoid the need for a large gathering of children in the school hall.

Uniform

Children will be expected to return to school in September in full school uniform. Uniform can be purchased from Super Sport Uniform Shop, High Street, Tunstall, ST6 5TT.

Cleaning

During the first two weeks back in September along with their daily cleaning responsibilities, our cleaning team will also be carrying out a deep clean of all teaching areas each Friday afternoon following the collection of pupils at 1pm. Classroom staff will also have access to appropriate cleaning materials in the classroom. High touch points such as light switches will be cleaned more frequently than usual and doors will be wedged open where possible to limit the amount of 'high touch' surfaces.

Handwashing and hygiene

Regular handwashing/sanitising rotas will be in place for class bubbles. The children will wash/sanitise their hands when coming into school, before eating, after using the bathroom, before leaving school and regularly during the school day. Children will be regularly reminded about the importance of maintaining good hygiene such as covering the mouth when coughing and sneezing e.g 'Catch it, bin it, kill it'.

Break times and Lunchtimes

Children will remain in their class bubbles for break times and lunchtimes. These times will be staggered to ensure that class bubbles have enough space to play without any mixing between bubbles. We will utilise the different outside areas to keep groups apart and create zones for bubbles to play in.

A school lunch can be purchased if required but this must be paid for in advance and through the cashless money system. We will be unable to accept cash payments from September. Alternatively, children may bring their own packed lunch. Years 1 to 6 will have their lunches delivered to classrooms and will eat at desks. Nursery will eat in the hall and Reception will eat in the sports hall. Midday supervisors will supervise the same class bubble each day. Lunches from the school kitchen will be served in takeaway boxes and the menu is available to view on our school website.

P.E Kits

All P.E kits must remain at home. Once we are back in school in September a letter will go out informing you on which day your child has their P.E lesson. On this day your child should come to school wearing their P.E kit. The children will not need their uniform at all on this day. There will be no P.E lessons during the first week back.

Communication with Parents

Saint Nathaniel's Academy is operated by St. Bart's Multi-Academy Trust, which is a charitable company limited by guarantee and registered in England and Wales, Company no. 8735454.

Registered office is at Sussex Place, Longton, Stoke-On-Trent ST3 4TP



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We will continue to communicate via our text messaging service, email through the Arbor app, the school website, and through Class dojo if parents have individual enquiries. We recommend that parents communicate via email or by telephoning the school office whenever possible rather than sending letters or notes into school. Electronic communication is safest by far.

School Site

Our school foyer is not designed for social distancing and we ask that parents email where possible or telephone when email is not an option. To ensure the safety of all we will not be allowing parents on to the school site at the present time. If you need to collect your child during the school day this should be done by prior arrangement with the school office staff. Your child will be escorted to the gate by a member of staff for collection by a parent.

Before and After school provision

Before and After school care club will re-open fully from September. **Please note that for the first two weeks in September there will be no after school provision on a Friday as the school will close at 1pm for all pupils to allow a deep clean to take place.**

The before and after school provision may be accessed by all pupils from Nursery up to Year 6. Parents wishing to book a place for their child must do so by telephoning the school office. All sessions will incur a charge and payments must be made through the Arbor app. The government guidance recognises that it may not be possible for schools to provide before and after school care whilst operating in class bubbles. Instead we will operate the provision in small consistent groupings and with social distancing.

As you can see, there are many aspects that we have had to consider when thinking about re-opening fully. There will no doubt have to be modifications to these plans as we see how they work in practice. **Please can I re-iterate once again that we can only minimise the risk, we cannot eliminate it completely.**

Please bear with us and if you have any concerns, do not hesitate to contact us at admin@saintnathaniels.org.uk.

Please be assured that the safety of you, your children and the whole Saint Nathaniel's family is our highest priority, and we thank you once again for your patience, support and understanding.

Yours sincerely,

Mrs R Patrick

Principal