



Sutton Oak Church of England Primary School

Goodban Street, Sutton, St Helens, WA9 3QD

Headteacher: Mr I Williams | Assistant Headteachers: Mrs L Lewis & Mrs S Green

Tel: 01744 678690 | Email: suttonoak@sthelens.org.uk | Web: www.suttonoak.co.uk

February 2021

Dear Parents/Carers,

We are delighted to be welcoming all children back to school on 8th March. Arrangements will be very similar to those when children returned in September.

It is essential that the whole school community continue to follow all government guidelines in relation to COVID-19.

Parents/carers must continue to wear facemasks and maintain social distancing during drop off and collection. Only one adult should attend site to drop off or collect children.

We would like to remind you of the measures that were put in place to make school as safe as we possibly can. Please note the slight changes to start and end times. These changes have been introduced to minimise waiting times for parents with children in different 'bubbles'.

School procedures from 8th March 2020

Full reopening	Monday 8th March – Children from all year groups return.
Attendance	From this date, attendance will be compulsory. The usual rules around school attendance will apply.
Reporting absences	Please phone the school and leave a message on the answer phone or log via the website/email
Uniform	Full school uniform including school shoes. No trainers, boots, large hairbows, earrings or other jewellery. All uniform must be labelled.
What can children bring from home?	No large bags. Water bottle, packed lunch box (a lunch box can be used to store the child's water bottle and snack even if on hot dinners) book bag, hat, gloves. If your child does not have a book bag, a small (ideally drawstring) bag can be used; this will need to be stored in their tray. No other items may be brought in from home.
PE kits	PE lessons will be held outdoors where possible. This will mean that children will be outside in a range of weather conditions. On your child's PE day they need to come to school in a plain black or grey tracksuit, their PE tops and trainers/pumps. . Therefore, no PE kits will need to be stored in school. PE will commence WB 8 th March.
Lunchtimes	Lunchtimes will be staggered to ensure distancing between bubbles. For those requiring a school meal or those entitled to a free school meal, a hot box meal service from the canteen will be in operation.





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Breakfast Club	Breakfast club will begin again on Monday 8 th March. Please see the school website for details.
Measures for arriving at and leaving school	<p>Schools are advised to stagger start and finish times to keep groups apart as they arrive and leave school.</p> <p><u>To avoid mixing of bubbles times must be strictly adhered to.</u></p> <p>Only one adult should attend site to drop off or collect and should stand at socially distanced spacing.</p> <p>We will continue with the one-way entry system.</p> <p>Y6AC 8:45am drop off and 3:00pm collection from upper Junior gate Y5/6KE 8:55am drop off and 3:10pm collection from upper Junior gate Y5GC 8:50am drop off and 3:05pm collection from upper Junior gate Y4AP 8:55am drop off and 3:10pm collection from main office gate Y3/4DA 8:50am drop off and 3:05pm collection from main office gate Y3JB 8:45am drop off and 3:00pm collection from main office gate Y2LR 8:45am drop off and 3:00pm collection from main Infant entrance Y1/2NC 8:50am drop off and 3:05pm collection from main Infant entrance Y1KF 8:55am drop off and 3:10pm collection from main Infant entrance</p> <p style="text-align: center;"><u>Reception</u></p> <p style="text-align: center;">8:55am drop off and 3:10pm collection from Reception gate</p> <p style="text-align: center;"><u>Nursery</u></p> <p>Nursery AM 8:45am drop off and 11:45am collection from Nursery door Nursery PM 12:15pm drop off and 3:15am collection from Nursery door</p>
Hand Cleaning/ Good respiratory hygiene	<p>Children will wash hands in school more frequently, including when they arrive at school.</p> <p>There will be provision of tissues with, catch it, bin it, kill it message reinforced.</p>
Enhanced cleaning of the site	<p>Rooms /shared areas that are used by different groups will be cleaned more frequently.</p> <p>Frequently touched surfaces will be cleaned more often as will toilets.</p>





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<p>Social distancing</p>	<p>Pupils will be able to sit side by side but all desks will be forward facing. Ideally, adults should maintain a 2 metre distance from each other, and from children. For children old enough, they should also be supported to maintain distance and not touch staff and their peers where possible. This will not be possible for children in the early years and some children with complex needs.</p> <p>When staff or children cannot maintain distancing, particularly with younger children in primary schools, the risk can be reduced by keeping pupils in the smaller, class-sized groups and limited interaction with other class bubbles.</p> <p>Parents/carers are required to socially distance when dropping off and picking up their child. 2 metre social distancing markers are in place outside of school.</p> <p>A one-way system is in place outside school to support drop off and pick-ups.</p>
<p>Classrooms</p>	<p>From Y2 upwards, each child will have an allocated desk and chair. Each pupil will have their own set of resources to limit movement around the class. Classroom-based resources, such as books and games, can be used and shared within the bubble; these will be cleaned regularly, along with all frequently touched surfaces.</p> <p><u>EYFS</u></p> <p>Soft furnishings have been removed along with toys which will be difficult to clean. All shared resources will be cleaned frequently and there will be an enhanced cleaning schedule for all areas of the room and toilets.</p>
<p>Minimising contact</p>	<p>Children will be grouped in class 'bubbles'. Bubbles must be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group.</p> <p>Whole school virtual assemblies will take place and class bubbles will host their own worship in their classrooms.</p> <p>Movement around the school site must be kept to a minimum. While passing briefly in the corridor or playground is low risk, schools must avoid creating busy corridors. Our staggered start and finish times along with staggered playtimes and lunchtimes will enable this to happen.</p>

- We will be alert to anyone presenting with symptoms, isolate them and contact you to collect immediately
- If someone in the school population tests positively for COVID-19, all contacts will be sent home to isolate for 10 days.
- There will be an active engagement with NHS Test and Trace and a requirement that people who are ill stay at home

We hope this goes some way to provide you with assurances in readiness for the children returning to school on March 8th.

Yours sincerely,





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Mr Williams

Headteacher

