









Welcome back to St Michael's.

We can't wait to see you all on Monday 8th March 2021.

Timeline of the day – this is for ALL children as we reopen our school fully for everyone.


<p>Please remember NOT to bring your child to school if you have had a positive test for CORONAVIRUS or if you or your child are displaying symptoms – please contact school by phone.</p>		
<p>Leaving home</p>	<p>Children should be prepared for school in school uniform and bring packed lunches if needed.</p> <p>Children (Reception – Yr 6) should bring in a filled water bottle with their name on it. (water only please)</p> <p>Only essential equipment is necessary:</p> <ul style="list-style-type: none"> • lunch boxes • hats and coats • books • stationery • mobile phones (Y5/6 only with permission) <p>Bags are allowed</p>	<p><i>Remember uniform orders can be made through:</i> https://www.border-embroideries.co.uk/schools/st-michael-s-primary-school-alnwick.html</p> <p>Plastic – easily cleaned packed lunch boxes will be best.</p>
<p>PE kits</p>	<p>Children can continue to attend school in PE kits for the days they have PE:</p> <p>Pegasus: Monday and Wednesday Griffins: Wednesday and Thursday Centaurs: Tuesday and Friday Phoenix: Monday and Tuesday</p> <p>This will be reviewed after Easter</p>	<p>Children should come in to school dressed in their PE kits (with joggers / sweatshirts over the top) on PE days, to avoid the need for bringing in extra clothes and changing.</p>
<p>Walking to school</p>	<p>Children must be accompanied travelling to school by only one adult and maintain social distancing on the journey.</p>	<p><i>Year 5/6 can continue to travel independently with parental permission.</i></p>
<p>Enter the grounds</p>	<p>Parents / carers should bring children to the entrances specified in the table below. Please maintain social distancing and do not gather at the school gates.</p> <p>Entrance times continue to be staggered – please be on time to ensure social distancing.</p> <p>See table at the bottom of the document.</p> <p><i>If you are later than your allotted time slot you may be asked to wait until all other children have come into school.</i></p> <p>Siblings and child minders: Please drop all children off at the latest time and</p>	

	<p>collect at the earliest time.</p> <p>Unfortunately parents will be unable to come into school with their child but we will do our best to ensure hand over is as seamless as possible.</p> <p>There will be no general access to the school office at these drop-off times. Contact should be made through phone / email. We will continue to run our cashless office with all payments being made using our online system through school money.</p>	
Entering the building	<p>Posters will be displayed around school to remind children wherever possible to maintain 2m distancing.</p> <p>We have markers on the floor to help with this too.</p>	
Moving to the designated class	<p>School staff will take their groups through to their classroom via their peg labels. Children will take bags and coats with them. They will wash their hands before beginning any learning.</p> <p>Hand sanitiser will be available but the standard practice will be to wash hands.</p> <p>Due to health and safety restrictions, children cannot bring in their own hand sanitiser from home unless there is a medical reason to do so.</p>	
Working in the designated space	<p>Children will remain in their classrooms for the majority of the day and will stay in their bubble so will have limited opportunity to mix with children from other classes.</p>	
Behaviour	<p>We will continue our behaviour guidelines which will be in place with the children to encourage minimum socialisation, using tissues, and not sharing equipment. This will be age-appropriate and children will be taught and reminded about these behaviour systems.</p>	<ul style="list-style-type: none"> ● Stay apart ● Stay inside your class ● Tell an adult if you feel unwell ● Catch it, bin it, kill it ● Wash hands regularly
Using the toilet	<p>Children will use designated toilets for their class and these will be cleaned thoroughly at midday and at the end of each day.</p>	
Learning / curriculum	<p>Education is not optional. We aim to support all of our children by delivering a broad and ambitious curriculum, prioritising any gaps and re-establishing good progress in the essentials (phonics and reading, vocabulary, writing and mathematics.)</p> <p>We will be spending a lot of time supporting children to readjust to being back in school and getting back to the routines of the school day.</p>	

<p>Learning spaces / classrooms</p>	<p>Classrooms will be cleaned / sanitised thoroughly at the end of each day and surfaces will be wiped down between groups using them. Classrooms have been prepared in accordance with guidance to make them as safe as possible. This includes</p> <ul style="list-style-type: none"> removing unnecessary items from classrooms and other learning environments where there is space to store it elsewhere removing soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) <p>Classrooms will be well-ventilated. Toys / equipment / laptops etc will be available for specific children and cleaned at the end of the day.</p> <p>Classrooms are organised with children sitting side-to-side and facing the front as per our risk assessment.</p> <p>There is no need for class sizes to be adjusted from the usual size.</p> <p>Each child will be provided with the equipment they will need to complete their tasks. Shared equipment will be wiped down between groups / classes as necessary.</p> <p>Children should bring back all reading books, laptops and any other equipment they might have had at home when they return on 8th March.</p> <p>Pupils and teachers can take books and other shared resources home as necessary, although unnecessary sharing should be avoided.</p> <p><i>Online homework for the majority of our children will continue as per the Autumn term as you have been so fantastic engaging with the remote learning.</i></p>	   
<p>Washing hands</p>	<p>This is a regular part of our daily routine and specifically after using the toilet and before/after eating and after going outside. Increased hand washing can lead to dry skin and parents may wish to explore using hand cream at home. Only medically prescribed hand-cream can be used by children in school which they must administer themselves.</p>	
<p>Break time</p>	<p>Children will have their usual break time with their class and these will be staggered. Children will</p>	




	access outside space on a rota and we aim to maximise the use of outdoor space as often as we can. If we are lucky to enjoy hot sunny days please ensure children have applied sun cream before coming to school. Children can also bring named hats which cannot be shared for safety reasons.	
Lunch time	<p>Children will eat in the dining room – timings to be staggered. Lunch tables will be wiped clean between sittings. As usual, any child can bring a packed lunch from home. If a school meal is needed:</p> <ul style="list-style-type: none"> ● Nursery £1 for a lunch provided by the kitchen (this will be eaten in their classroom). If you do not want your child to stay for lunch please contact to school office to arrange an earlier collection time. ● Reception, Year 1 and Year 2 – Universal Free School meal provided by the kitchen. ● Other year groups – school meals from the kitchen £2.20. ● Free School Meals – provided by the kitchen as usual. 	<p><i>If your circumstances have changed and you think you may be entitled to free school meals please follow this http://northumberland.gov.uk/Education/School/Meals.aspx or contact the school office.</i></p>
Handing children over to parents at the end of the day	Parents / carers (1 per child) to line up. Staff can speak to parent / carers at a 2m distance but parent / carers will not be allowed to enter the building at present.	
Walking home	Please encourage your child to stay with you and maintain social distancing.	<i>Year 5/6 can continue to travel independently with parental permission.</i>
After school and breakfast club	<p>We are pleased to be offering breakfast club from 7.30 each day run by Miss Ives. Please bring children to the hall door as usual (£2 per session payment on the door in a sealed envelope or using School Money).</p> <p>The Hive will now run each night until 4.15pm at a cost of £2 per session. This should be booked in advance using School Money</p>	
What if...		
If a child is feeling unwell?	These are unusual times. If a child feels unwell let us know straight away. Look out for signs of COVID-19 and please follow advice below:	



Public Health
England


Education guidance

The most important symptoms of coronavirus (COVID-19)




new and continuous cough

or




high temperature

or



loss of, or change in, your normal sense of taste or smell (anosmia)

For most people coronavirus will be a mild illness. However if you have any of the symptoms you should self-isolate at home

<p>If a child needs intimate care?</p>	<p>Nappy changing / dealing with 'accidents' is sometimes necessary in school. Staff will be able to deal with this using usual PPE (aprons and gloves). We will let you know if we have had to provide intimate care for your children.</p>	
<p>If a child requires first aid?</p>	<p>Staff in school are trained in paediatric first aid. Staff will continue to administer this to children as necessary e.g. cleaning cuts, bumps wearing usual PPE as required (aprons and gloves).</p>	
<p>If a child displays symptoms of coronavirus?</p>	<p>Any child displaying symptoms (see above) will be taken to our designated quarantine area. Parents / carers will be called immediately and any staff with the children will be wearing PPE (see above). Children will be advised to seek medical attention immediately and may need to take a test.</p> <p>Public Health England 0300 303 8596 Option 1 NHS Test and Trace 119</p>	



Summary of timings

	Start Time	Location	End Time	Location
Unicorns 2YO (am)	8.30am	Back gate near car park	11.30am	Back gate near car park
Unicorns 2YO(pm)	12.00pm	Back gate near car park	3.00pm	Back gate near car park
Dragons Nursery (am)	9.00am	Back gate near car park	12.00pm	Back gate near car park
Dragons Nursery (pm)	12.30pm	Back gate near car park	3.00pm	Back gate near car park
Pegasus - Reception	9.00am	Spots outside hall	3.10pm	Back gate near car park
Griffin	8.50am	Spots outside hall	3.20pm	Spots outside hall
Centaur	8.40am	Spots outside hall	3.10pm	Spots outside hall
Phoenix	8.30am	Spots outside hall	3.00pm	Spots outside hall

Siblings and child minders:

Please bring drop **all** children off at the latest time and collect at the earliest time.