



St Edward's Catholic Academy

Headteacher: Mrs J E McQuillan BA (hons)
Telephone: 01283 216721

15th July 2020

Dear Parents/Carers,

I hope you are all well and staying safe? It has been wonderful to see some of our children return to school for a day visit this week. I actually can't believe how much some of them have grown!

Following the completion of detailed risk assessments we are now able to share with you some information about September. **Please read this letter carefully. It is really important that we all comply with the same safeguards to ensure we are as COVID secure as possible.**

Attendance

The Government have stated that they expect **ALL** pupils to return to school in September, attendance will be mandatory. This is in order to minimise, as far as possible, the longer-term impact of the pandemic on children's education, well-being and wider development.

Any leave of absence that is not exceptional and has not been approved by the Headteacher WILL be sent to Derbyshire LA for them to impose a Fixed Penalty Notice, should they decide to do so. Illness absence must be reported promptly, prior to 9am, on the first day of absence. If you are worried that your child or someone in the house is showing signs of COVID-19, more information can be found [here](#).

Specific information about September re-opening:

Instructions for our new Reception Class will be sent separately.

Year groups in September:	DROP OFF	ENTRANCE	PICK UP	WHERE TO COLLECT
Year 1	8.45-8.55am	Reception Gate	3.10 - 3.15pm	Garden Gate at front near bins
Year 2	8.45-8.55am	Side gate by school office entrance.	3.15 – 3.20pm	Side gate by school office entrance.
Year 3	8.45- 8.55am	Top Ramp by Shrine	3.15 – 3.20pm	Top Ramp by Shrine
Year 4	8.45-8.55am	Double Gates by Kitchen	3.15 – 3.20pm	Double Gates by Kitchen
Year 5	9.00-9.10am	Top Ramp by Shrine	3.25 - 3.30pm	Top Ramp by Shrine
Year 6	9.00-9.10am	Double Gates by Kitchen	3.25 - 3.30pm	Double Gates by Kitchen

Please adhere to drop off and collection times to in order to avoid overcrowding in car parks and on the paths and gates around school. You must observe social distancing at all times and only one adult should drop off or collect your child. We will ensure staff are on hand to direct you at drop off and collection times and signage will be in place. During this time there will be no vehicular access to school down the front ramp. **If you arrive late, please remain off site and ring the school office for further instructions.**



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NOTTINGHAM

St Edward's Catholic Voluntary Academy
Newhall Road, Swadlincote, DE110BD
office@stedwardsatholicacademy.co.uk
Company Number 7937154



St Ralph
Sherwin
Catholic Multi Academy Trust



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Children will stay in their year group 'Bubbles' for the day. We will have staggered playtimes and lunchtimes. Year 1 and Reception will operate as one Bubble as, in order to access the Year One classroom, they must walk through Reception areas. The same adults, wherever possible, will remain with their classes.

Lunches

School lunch will be available free for all pupils in Reception, Year One and Year Two and for children eligible for Free School Meals. This will be provided in a grab bag and the menu will not be our usual autumn choices. We will place a menu on our website shortly. Children in KS2 may also purchase a school lunch at an increased cost of £2.20 per day, payable on School Money. You may send children in with their own lunch box which should be thoroughly wiped and sanitised each day.

Wrap Around Care

After very careful consideration and a thorough Risk assessment process we will be unable to offer our usual Breakfast Club, after school sports clubs, or The One and All After School Club upon return in September. We will keep this under constant review and be guided by the most up to date Government advice and information from our Trust.

Equipment

We will provide every child with their own in-school resource pack (pencils etc). Please do not send in any books, book bags or stationery. Children should bring in their named water bottle daily and take it home each afternoon. A Home School Diary 2020/21 will be provided in September for each child. This can remain at home to record daily reading and is full of useful information.

Uniform

Children will be required to wear uniform. However, on the days they have P.E., instead of school uniform we would like them to wear appropriate clothing for exercise; a white polo shirt, navy joggers and trainers. They may wear their school jumper or cardigan, or alternatively a plain navy hoodie. Please do not send children in clothing that requires assistance e.g laces if they can't tie laces independently. Clothes should be washed regularly.

Hygiene

We will ensure regular handwashing and surface cleaning occurs throughout the day. Hand gel will also be available. If your child has any allergies to soap or gel products please inform us, as we will be enforcing strict routines on regular handwashing. If your child has specific allergies to the products used in school, they may bring in their own antibacterial soap and gel, which must be clearly labelled with their name.

Thank you for your ongoing support and understanding. These decisions are never easy to make, but they are necessary to keep us all as safe as possible. We will, of course, keep you updated with any changes and our risk assessments will be under constant review.

Kind regards

J E McQuillan



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How you can help us to keep everyone as safe as possible.



No school if there are ANY COVID symptoms in your home.



Clean uniform each day



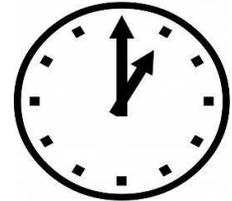
Wash clothes regularly



No bags, books, PE kits or stationery



Always keep a safe distance from others when coming to and from school and when queueing outside school



Please be on time. This will reduce risk by keeping your child from mixing with other groups.



Walk to school whenever possible



Obey the special signs and markings around school



Always wash hands when arriving back at home

The safety of our children, parents and staff is paramount. Therefore, please follow the procedures we have implemented and always follow the latest government guidelines.