

Please help us to prevent the spread of COVID-19 and protect our school community.

We're really excited about seeing you all on Wednesday! Here is an easy guide to our Risk Assessment and what to expect in school this term.

Arrival and departure

- Social distancing on school premises (2 meters from other families and staff)
- Use entrances for your children class (Families use the entrance for the youngest child).
- Staggered start and finish times (see below).
- Please do not stop and chat on the exit routes.
- Ring the school office for an appointment or to pass messages. 01942 511348. Do not come to the school office without an appointment.
- Any visitors going into school will be asked to wear a face mask.

Hygiene

We have installed 3 outdoor sinks ready for the children. Handwashing will happen on arrival and departure and many times during the school day. We have also purchased large pedal bins for each classroom for tissues and paper towels. Door handles throughout school will be cleaned several times each day. Soft furnishings have been removed from all rooms, unless they can be washed on a weekly basis. All tables, chairs will be cleaned daily.

Things you can bring to school

- Named water bottle (each day)
- Packed lunch (unless you have a lunch provided by school- all cold lunches until December)
- Coats. Please bring these whatever the weather as we intend to get outside as much as possible including using the new Forest Garden behind school. – these will be kept in the classrooms (except for year 6 who will use their cupboards outside their room)
- Reading books (in on Monday please) sent back out on Fridays.
- Homework (in on Mondays) again back out on Fridays.
- Reception to Year 3 PE kits- stay in school until half term.
- Year 4,5 & 6 need to come to school in their tracksuits on their PE day and stay in this all day (we do not have space for changing in separate rooms)

No other bags, pencil cases or items from home please.

The older children will be given a plastic wallet containing their own pencil, scissors, glue stick etc., for use in school.

There will be no swimming this term, this will be reviewed later in the year.

Class bubbles

All the children and staff will stay in their class Bubble for the school day. Tables have been set out (in the other classes with the children facing the front, where possible). They will play out in their Bubble, with their Bubble staff and have their lunch with these staff as well. We have divided the playground into 3 parts and made timetables to keep the children in their class Bubbles.

All the classes are also in Double Bubbles (2 classes) so staff can be shared between 2 classes if needed. This will help staff to manage PPA and prevent any staff member being with a class for a long period of time without a break.

School uniforms

Please make sure your child has warm layers on colder days, it gets very cold in school but we have to keep the windows and doors open all year.

Children may wear additional t-shirts, vests under uniforms but in plain colours (white would be helpful). We request these are clean on each day to limit potential infections coming into school each day.

We recommend you put all your children's clothes in the wash, as soon as they get home from school to help protect your own families.

Letters and newsletters home

All letters and newsletters will be sent to your email address. No paper copies will be sent home. Please check your emails regularly. Please keep up communication via the main office email, enquiries@admin.saintannes.wigan.sch.uk or your class email, eg butterflies@saintannes.wigan.sch.uk Please use your class name in place of "butterflies".

We will continue to use school text messages.

Please ensure we have at least 2 up to date phone numbers.

Sickness

If your child is not well you will be contacted by school. We may feel they should have a COVID test and ask you to come to school asap to collect your child. We have made a safe room for children, showing symptoms, with a clear door so they can still see a member of staff and talk to them whilst they wait. We will do all we can to make your child feel safe and look after during this time. Staff will wear PPE when dealing with children who show symptoms.

Possible cases in school

If we feel there is a risk to the staff or children we may need to close a bubble/ class whilst testing is carried out. We may ask you and your family to self isolate if someone in school has tested positive for COVID. This is to prevent the possible spread of the infection to others. All staff and children's families are asked to take part in the Track and trace system and to let school know if anyone in your family has tested positive for COVID-19.

Shielding and vulnerable families

We do have a list of children who have been shielding or are members of the BAME community. Senior staff members will regularly meet to monitor their situation and put everything in place we can to keep them and all the staff and children safe in our school.

Mental health and wellbeing

This pandemic has had a huge effect on all members of our community and we are taking active steps to support the staff in their own mental health and wellbeing. We are also spending time in school talking to the children about how they have felt and any anxieties they have as they come back into school and through this coming year. Everyone is different and reacts differently to the big and the small things in life. We want to help all our community feel safe coming into school.

Please note slight changes to this plan.

Class	Queueing area	Drop Off	Pick up
Butterflies Reception and some Year 1	Reception door near main entrance (Leave by Staff car park gate)	8.50am	3.05pm
Ladybirds Year 2 and some of year 2	Playground gate (Leave down side path)	8.50am	3.05pm
Grasshoppers Year 3	Main entrance (Leave by Staff car park gate)	9am	3.10pm
Rabbits Year 4	Playground gate (Leave down side path)	9am	3.10pm
Foxes Year 5	Main entrance (Leave by Staff car park gate)	9.10am	3.20pm
Dragonflies Year 6	Playground gate (Leave down side path)	9.10am	3.20pm