

# North Stainley C of E Primary School

North Stainley. Ripon, North Yorkshire, HG4 3HT

Tel & Fax: 01765 635276

E.mail: [admin@northstainley.n-yorks.sch.uk](mailto:admin@northstainley.n-yorks.sch.uk)

Headteacher – Mrs Louise Wallen

[www.northstainley.n-yorks.sch.uk](http://www.northstainley.n-yorks.sch.uk)



## Protocols for parents and carers March 2021

**Class 1 will work from the main school building: Day starts 8.45am (prompt). Lunchtime 12.00am Day ends 3.30pm**

**Class 2 will work from the village hall: Day starts 8.45am (prompt). Lunchtime 12.00pm Day ends 3.30pm**

**Class 3 will work from the main school building: Day starts 8.45am (prompt). Lunchtime 12.00pm Day ends 3.30pm**

**We ask that all parents wear a mask to pick up and drop off at school. We ask parents to stay outside on the roadside when dropping off and picking up from school. If parents have children across both sites we ask that they drop off and collect from the village hall first.**

### **Adjusting back into school life after lockdown:**

All of our staff appreciate that there have been so many changes to the routines and school life in general over the past year; therefore we will do our best to ensure your child/children feel happy and secure in school once again. In this first week of school, teachers will take time for all the pastoral needs of our children as well as all of the routines and the protocols required by the pandemic. Teachers will continue to monitor each child's response and reassure children when and where necessary. If you need to talk to the class teacher or a member of staff in regard to your child returning and settling back into school life after such a disruptive year, please do not hesitate making an appointment through the school office.

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For the first 3 weeks after returning to school and up to the Easter holidays we are planning extra Forest school sessions to allow children to re-build their social skills, self-esteem and confidence whilst having fun with their friends. (please see the time-table below)

Class/Date			
Class 1	Thursday 11 <sup>th</sup> March (All day/returning for lunch)	Thursday 18 <sup>th</sup> March	Thursday 25 <sup>th</sup> March
Class 2	Monday 8 <sup>th</sup> March	Monday 15 <sup>th</sup> March	Monday 22 <sup>nd</sup> March + Wednesday 24 <sup>th</sup> (am)
Class 3	Tuesday 9 <sup>th</sup> March	Tuesday 16 <sup>th</sup> March + Wednesday 17 <sup>th</sup> (am)	Tuesday 23 <sup>rd</sup> March
NB: Please ensure your child has their outdoor kit on their class's Forest School Day.			

## At the beginning of the school day:

Class 1 are asked to arrive at school at 8.45am and come through the single entrance gate at the front of the school and into the playground. Please can parents encourage their children to come into the playground independently. The children will line up at one side of the playground. Here the children will wait with a staff member and the class teacher will allow children to enter the classroom to put their things away in their lockers and to wash their hands before beginning their day.

Class 2 (Y2,3) are to remain in the village hall meeting room. We ask that they arrive at 8.45am and line up outside the external classroom door and respect social distancing whilst queuing. They will then be allowed into the classroom where they will take their turn to store their belongings in their lockers and wash their hands before taking their seats to begin the school day.

Class 3 (Y4,5,6) Are asked to come into the school playground through the single entrance gate at the front of the school and into the playground. The children will line up at the opposite side to Class 1. Here the children will wait with a staff member who will allow individual children to enter the school via the back corridor to put their things away in their lockers and to wash their hands before beginning their day.

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We ask that where possible siblings are not brought to drop off and pick up from school, however we understand for some this will be impossible and request that all siblings remain with their parent/carer distanced from other parents and children whilst lining up.

## School day:

Schooling is now mandatory and attendance will be recorded daily:

In Class 1, 2 and 3 please ensure your child is in school or lining up for 8.45am. The register will be taken by 9am. **Any one not in class by 9am will be recorded as late.**

## Break time and lunchtime:

Classes will have staggered break times.

Class 1 and 3 will go to the hall for lunch at 12pm until 12.30pm then they will return to school or to the recreation ground for some outdoor play until 1pm. Class 2 will eat in the meeting room at 12.00pm and have a separate area to play on the recreation ground between 12.30 and 1pm.

Please could you ensure that your children have a labelled water bottle that can remain in school (these will be sent home on a weekend to be washed).

**Washing Hands:** Children will be encouraged to wash their hands throughout the day, if they cough to do so in the crook of their elbow and use tissues and dispose of them in the waste bin.

**Cleaning throughout the day:** Staff will continue to wipe down surfaces, light switches, door handles etc throughout the day. Our cleaner will come in at the beginning of each day to ensure the school is deep cleaned before the children arrive.

Children will have their own packs of resources that will be wiped down at the end of the day.

**Communal Areas:** There will be limited use of communal areas and social distancing will be maintained if children need to pass in a communal area.

**Toilets:** Children will be able to go to the toilet as required but will need to wash their hands. We will limit visits to 2 children at a time (one in each toilet).

**Picking up at the end of the day:** Children will need picking up from school at 3.30pm. This will be at the same entrances at which the children were dropped off. Please ensure you maintain the social distancing protocols that are in place when dropping off. Please be patient as each child will be released once their parent has been identified at the gate. We advise that you collect your child and leave for home immediately. We would also advise that as soon as you return home everyone washes their hands. Please note that children who have permission to walk home in KS2 will still be able to do so.

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**School lunch:** Lunches will be in the hall. Surfaces will be cleaned both before and after eating and children will wash their hands both before and after the lunch break. All the protocols used in school will be applied at the hall to ensure consistency.

If your child is bringing in a packed lunch we are now happy for you to revert to using lunch boxes once again.

**Before and After School Club:** We will be running Wake up Shakeup and Stay and Play from the first week back in the Spring term. Please ensure that you give us 24 hours notice if you need this wrap round care. Wake up Shake up club will run from the school, please wait outside the front door for your child to be admitted. For after school Stay and Play, collection will also be from school. For pick up please ring the Club front door bell and your child will be sent out to you.

We will not be running activity clubs until after Easter but will ensure Stay and Play is entertaining and stimulating for all who attend.

**Uniforms and Kit:** Children are expected to return to school in full school uniform including school shoes (not boots or training shoes). Wellies or old trainers may also be sent in for playtimes especially in class 2.

The children have individual lockers that have enough space for all their belongings but not if your children brings in bulky bags or ruck sacks. We ask that where possible PE kit is bought into school in the traditional draw string PE bags (and left in school from Mon-Fri) and that traditional school book bags are used for books and homework.

As school now has to be continually ventilated, your child is encouraged to wear a base layer or a jacket in the classroom on a cold day.

**Travelling to and from school:** DFE guidance encourages people to walk to school. If you have to travel by car, please try to avoid sharing cars.

**Signs:** These will be placed around the school to remind children of social distancing.

Limited visitors will be allowed on site; deliveries will be at agreed times and wherever possible contractors will be asked to attend after school has closed.

Kind Regards

**Louise Wallen**

Headteacher

North Stainley CE Primary School

North Stainley

Ripon

North Yorkshire

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