

31/08/21



Dear Parent,

I hope that you were all able to enjoy the summer holidays. We are very much looking forwards to the children coming back to school and, of course, to welcoming our 16 new entrants into Releath Class.

As you will no doubt be aware, however, Cornwall currently has some of the highest COVID-19 infection rates in the country and is now a government 'enhanced response area'.

Whereas we are all looking forward to returning more to normal, we need to proceed cautiously and will respond appropriately to the rate of coronavirus infection in the community, re-instating some of our previous measures if necessary and always following guidance from Public Health England and the DfE. Our aim is to keep everyone as safe as we can and for the children's education to suffer as little disruption as possible and will, therefore, be requesting your continued support with our COVID-19 protocols (see below).

Class-bubbles are no longer required but remain an option should confirmed cases of coronavirus within the school or local area warrant their return. There is no longer a requirement for the children to be seated in forward-facing rows and the class-teachers can determine the best arrangements for each activity. Resources can be shared and the children and staff will once more be able cross freely between different classes, however, frequent hand-washing and sanitising will remain in place and staff-social distancing encouraged.

Although whole school assemblies are now permissible, we have determined to continue to hold our class assemblies via Google during September and will hold-off the reintroduction of after-school activities for the time being also.

We will be limiting the number of volunteers and visitors to school again temporarily and will be attempting to keep the number of face-to-face meetings to a minimum, preferring virtual meetings where possible.

Children who show any symptom of the **coronavirus** must not attend school but should be given a PCR test as soon as possible: if the outcome is negative then they can return to school immediately but if it is positive then the school must be informed and the child remain at home for 10 days.

The main symptoms of coronavirus (COVID-19) are:

a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Any child displaying symptoms of coronavirus when at school will be immediately isolated and their parent contacted to collect them from school. The **NHS Test & Trace** now has responsibility for

identifying the close-contacts of anyone who tests positive for coronavirus: whole-classes will not now need to routinely isolate where there is a single case reported but individuals will be contacted directly where appropriate and will be required to remain at home for 10 days even if they do not themselves display any symptoms.

Children unable to attend school due to having to isolate for reasons of the coronavirus will be provided with remote home-education activities that will closely reflect the work completed in the classroom. We ask parents to support their children with the completion of this work through the Google Platform.

Staff members will continue to undertake twice weekly LFD testing but this is not recommended for primary-age pupils.

Children who are poorly for other reasons should not attend school. If they have had sickness or diarrhoea then the '**48-hour rule**' applies to ensure that any infection is not transmitted to other pupils or staff: the child should remain at home until 48-hours after the last bout of sickness or diarrhoea. Children must not swim for two weeks after a bout of diarrhoea.

The school recognises that some pupils will, at some point, require **medication** during the school day or on organised school activities. Parents must complete the required medical forms at the school office before any arrangement can be undertaken.

COVID-19 Protocols – for review at the end of September:

- Children who display any symptoms of COVID-19 must not attend school.
- Parents are requested to wear a face-covering when on the school premises.
- Parents are requested to maintain a social-distance of 2m+ from the school staff.
- Parents are requested to leave immediately after dropping-off the children in the morning and when collecting them at the end of the school day.
- Parents are asked to request any appointment in advance and to agree to these being held virtually where possible. *Please only come into the School Office if the matter cannot be managed by a phone-call.*
- Parents are asked to remind their children about good personal hygiene ('Catch it. Bin it. Kill it') and to send their children to school with their own pack of tissues.

Please find below some further information for the start of the autumn term when we welcome the children to school on **Tuesday, 7th September**.

The children should be dropped-off at **8.45 am** in the rear playground and will be greeted outside by a member of staff before being welcomed into their classes to immediately begin their Early Morning Tasks.

Messages can be relayed to the class-teachers as the children are delivered to the school but please ask for an appointment at the end of the day where necessary since they will be busy preparing their lessons at this time. Your child's class-teacher will share day-to-day information with you through **Class Dojo** and you can contact them using this platform also on week days, 8.00 am – 5.00 pm.

Official communications, however, should be made to the school by email and concerns raised with the relevant members of staff or governors directly in this way.

Please be reminded that the school's **website** also contains lots of useful information including school policies, minutes of governor meetings, a calendar of events etc.

NB - Staff members are not expected to read or respond to messages outside of their normal school working hours.

Registration will be at **9.00 am** with any pupil arriving after this time needing to be signed-in at the school office and marked as 'late'. Pupils arriving after 9.10 am will be recorded as having an 'unauthorised absence' so please ensure that you ensure good punctuality so that your child's school day gets off to the best possible start.

School meals are provided free of charge to pupils in Reception, Year 1 and Year 2 and can be purchased for children in all other year groups at a cost of **£2.34 per meal** through **ParentPay** only. Please see the autumn menu from Chartwells published on the school's website and through Class Dojo.

The children are expected to wear their **school uniform** each day *except on the days when they have timetabled PE lessons* (not including swimming lessons). We do, however, recommend that the children continue to bring an additional item of warm clothing due to the on-going guidance to ensure that the class-rooms are more than normally ventilated.

We aim for all children to have **good attendance** of 96% and above. Please be reminded that parents are responsible for ensuring the good attendance and punctuality of their children. We ask that routine dental and medical appointments are made for times outside of the school day, and would remind parents that children whose attendance falls below 90% *for whatever reason* are deemed by the DfE to be 'persistent absentees' and will have the circumstances investigated by the Education Welfare Officer. The DfE expects that all children will return to full-education, including those previously deemed to be Critically Extremely Vulnerable. If you or your child has anxiety about the return to school, please get in touch – we will be happy to help.

Requests for absence from school can only be approved by the Headteacher in 'exceptional circumstances'. They must be received by the school in writing 14 days in advance and any absence will be classed as 'unauthorised' if taken without the written consent of the Headteacher – *please see the SPCMAT Pupil Attendance Policy*. Holiday requests are rarely authorised during term time.

Term dates:

Autumn Term: 6th September – 17th December 2021

Monday, 6th September – INSET Day 1 (school closed to pupils)

Half Term – 25th-29th October

Monday, 1st November – INSET Day 2 (school closed to pupils)

Spring Term: 4th January – 8th April 2022

Half Term – 21st-25th February

Summer Term: 25th April – 26th July 2022

Friday, 27th May – INSET Day 3 (school closed to pupils)

Half Term – 30th May – 3rd June

Monday, 6th June – Platinum Jubilee school closure day

Monday, 25th July - INSET Day 4 (school closed to pupils)

Tuesday, 26th July - INSET Day 5 (school closed to pupils)

The school day ends at **3.15 pm**. We ask that you drive and park responsibly and with caution. Dogs should ideally not be brought onto the school premises and should remain in the car if they do accompany you at drop-off or pick-up times.

The children can be collected from the playground at 3.15 pm and, once released by the member of staff, parents have sole-responsibility for managing their child's behaviour and welfare.

We are looking forward to having **parent volunteers** back to assist in the school when local COVID-19 levels are below the national average once more. The Trust now require that any volunteer completes an application form and secures two references – *forms are available from the school office or to download from the school's website under the 'information-forms' tab.*

The **After School Club** will run from **3.15 – 5.00 pm** each Monday and Tuesday during term-time (except INSET days or other school closure days). Bookings should be made in advance and a registration form is required – *both available from the school office or to download from the school's website under the 'school-forms' tab.*

The cost is now £4.00 per child per session (including a snack and drink) from 3.15 – 4.15 pm then £3.00 from 4.15 pm to 5.00 pm. Parents will be billed monthly and will need to make payment using **ParentPay**.

The **school newsletter** will continue to be published each Friday on-line rather than in paper form but, in response to parent requests, we will now be posting it onto Class Dojo as well as the school's website.

Safeguarding is everybody's responsibility and we ask that parents and visitors to our school share any concerns they may have with the appropriate members of staff.

The staff at Crowan Primary have received training to manage safeguarding concerns appropriately and will always prioritise the health, safety and well-being of our pupils. The school has a duty to refer child protection concerns to the Multi Agency Referral Unit (MARU) - usually the parents/cares of the child will be informed in advance of such a referral.

Mr. Paul Hunkin is the **Designated Safeguarding Lead** for the school and Mr. Matthew Goad and Mrs. Vicci Gillam are the Deputy DSLs. The school's Safeguarding and Whistleblowing Governor is Mr. Colin Benney.

I hope that you find the above information helpful and look forward to seeing all of the children again next Tuesday.

Yours sincerely,

Paul Hunkin

Executive Headteacher