



Stephenson Memorial Primary School
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Mrs K.Lilico, Acting Executive Headteacher

1st March 2021

Dear Parents/Carers,

We are pleased that, following Government guidance, school will reopen to **all** pupils on Monday 8th March 2021 and attendance will be compulsory. As you will be aware, there are certain rules that we must **all** follow to keep our school community safe and we have outlined important information for you in this letter.

Organisation in School:

Following a full risk assessment we are still using the bubble model in school which will work in the same way as it did in the Autumn term. All classes will be grouped in their year group bubbles. This will allow for the smooth running of the day, and none of the school bubbles will cross over, therefore we will have to continue with the staggered start and end times of the day, as well as playtimes and lunchtimes.

Please see information below:

Year Group	Start / End Time	Entrance / Exit point	PE / Forest Days
Early Life AM	8.30am - 11.30am	School Office	
Early Life PM	12.30pm - 3.30pm	School Office	
Nursery AM	8.30am - 11.30am	Nursery Doors	
Nursery PM	12.30pm - 3.30pm	Nursery Doors	
Reception	8.35am - 2.50pm	Early Years & KS1 Gate	Thursday Afternoon
Year 1	8.45am - 3.00pm	Early Years & KS1 Gate	Tuesday Morning
Year 2	8.55am - 3.10pm	Early Years & KS1 Gate *Class 7 collected from KS2 yard through main gate	Wednesday Morning
Year 3	8.50am - 3.15pm	Main Gate	Monday Morning
Year 4	8.55am - 3.25pm	Main Gate	Wednesday Afternoon
Year 5	8.45am - 3.10pm	Main Gate	Thursday Morning
Year 6	8.35am - 3.00pm	Main Gate	Monday Afternoon

It is essential that we ask all parents/carers to adhere to the Government rules to ensure that our community stays safe. The Government have talked about easing lockdown over time, however at this moment in time we still need to remember the following points:

- 1) Please stick strictly to the staggered start and end times of the school day
- 2) Please remain 2 metres away from other adults on the school premises
- 3) Do **NOT** send children into school if a household member has symptoms and/or is awaiting a covid test result.
- 4) Children must only be collected by 1 adult, from their household or childcare/support bubble.
- 5) Families must follow government guidance outside of school - in order to keep our school community safe - please think about the health and safety of others first.

Uniform - children will need to be in school uniform every day. We appreciate that over lockdown children may have grown, and getting school uniform could be difficult. If this is the case, please let us know.

Equipment in school - children are allowed to bring in packed lunches (if not getting a school lunch) bags, coats and iPads.

PE / Forest School - On the days that your child has PE / Forest school, they must come to school in their PE / Forest clothes. This then avoids children getting changed in school.

Test, Track and Trace - It is important that you adhere to the rules around test, track and trace. If your child has any symptoms (new persistent cough, high temperature, loss of taste and smell) you **MUST keep your family at home and contact school immediately**. If your child becomes ill at school, a member of staff, wearing PPE will help support your child to an isolated area, and you will be contacted straight away.

Breakfast Club - We are limiting breakfast club to families where **ALL** adults within the household are leaving to go into work, and there is no childcare/support bubble arrangement that can be used. Breakfast club is to be used by parents/carers as a last resort. Please can you contact the office to arrange this. We are still having to limit the number places that we can offer, due to not being able to cross bubbles.

Masks - Please can we ask that when dropping your children off and collecting them at the end of the school day, that all adults wear a face mask on site, again this just adds as an extra layer of protection for everyone.

I appreciate there is a lot of information here, but it is so important for us to work together, in order to ensure that we can keep our children in school for as long as possible during the Summer Term in order to prepare ourselves for the new academic year.

Many thanks for your continued support



Kerry Lilico
Executive Headteacher