

**Return to School**

**Pick Up/Drop Off Arrangements**

All pupils are expected to return to school on Wednesday the 12th August however a member of staff may have been in contact with you if we think that your child may be a bit more anxious than normal and that a more phased approach could be beneficial to your child. If you have not been contacted, but feel that your child may be anxious and a more gradual return to school would help then we would happily facilitate this. Please contact us at menstrie@edu.clacks.gov.uk

It is essential that as a school community we act in such a way to help ensure that local community transmission of the virus does not happen. We therefore ask that where possible pupils walk, cycle or scoot to school. If you live a distance from the school and this is not possible then we ask that you park and stride. Please note that the school car park is for staff only. The only exception to this is for blue badge holders. Whilst social distancing is not required between pupils, we will be encouraging pupils to stay within their classroom “bubbles” as much as possible. All adults in and around the school buildings and grounds MUST social distance at all times. We therefore ask that you do not gather at gateways or in groups. Pupils should come to school at the specified time and no earlier - parents collecting children at the end of the day should only come for that time. It would be advisable to discuss with your child/children where you plan on collecting them – only parents of P1 and P2 children and parents of children with additional needs or those showing high levels of anxiety should enter the playground.

To support families with a smooth transition back to school we have planned for a soft staggered start to the school day as shown below;

* During the first week staff will welcome pupils at the gates. There will also be staff outside the school building helping pupils to make their way to their classes. Only parents with pupils in P1 and P2 classes may enter the playground or parents of pupils with additional support needs or parents of children who may be more anxious.
* All classes except from the P1 classes and those without fire exits will enter and leave the school via the classroom fire exit. P1 classes and the classrooms with no fire exits will use the doors in the P2 – 4 area or the P5 – P7 area. Staff will direct you.
* Pupils will have a staggered soft start to the day;
	+ P2 should be brought to the entrance area between 8.50 am and 9.00am. P2 will be dismissed at 2.50pm.
	+ P3 – P7 pupils should make their way to classes between 9.00am and 9.10am. P3 – P7 will be dismissed at 3pm.
	+ During the first week Pupils in P1 should line up at 9.15am and they will be dismissed at 2.45pm. In week 2 pupils in p1 will line up at 8.50am and be dismissed at 2.50pm

We hope that these arrangements will help to alleviate any anxieties and allow for a more flexible morning for our children to settle in to the school day.

Families should not arrive before their designated time.

Only one adult should accompany children and where possible, parents/carers to drop children at the school gate to minimise the number of people interacting in our school grounds. Where parents/carers do accompany children in the playground we would ask that they respect 2m physical distancing and leave as soon as their child is in the school building.

Children should make their way to their class entrance point within the school grounds at the specified time and a member of staff will be there to greet them. There will be no lining up procedures at this time, except for the P1 classes and there will be no school bell.

Parents/carers should NOT enter the school building. There will be a member of school staff at all entrance and exit doors to welcome children back to school. A member of staff from the nursery school will be supporting the new P1 pupils during this first week. We hope that this helps to ensure some comfort to the children.

As we return to school, we are minimising the number of adults accessing the school building. If you need to speak to a member of staff or Senior Leadership Team, please contact via phone or email in the first instance. Where it is necessary for parents/carers to come in to the building e.g. dropping off medication, only one adult at a time should enter the foyer and await assistance. Please respect physical distancing with our staff team.

***Which door should my child enter through in August?***

P1 and P1/2 - Should line up at the infant playground door to the rear of the school

P2 - Will enter through the infant playground door to the rear of the school

P3’s – P7 (Except P6G)- Will enter through the class Fire Doors

P6G will enter through the senior playground door at the rear of the school

**End of day arrangements**

We kindly insist that parents do not park in our school carpark and are mindful and courteous to our neighbours by not parking in or blocking driveways or garages.

* We expect that children in P1 and P2 are picked up by an adult or if there is another arrangement please let the class teacher know. Parents in P1 and P2 (one adult per family) should collect their children from the playground. Please respect social distancing and please leave the playground as soon as you have collected your child.
* Parents in P3 should collect their children from the playing field to the read of the school. Teachers will bring the children to the field. Please ensure that you respect social distancing.
* Pupils in P4 – P7 will be able to walk home with friends, alone etc as they normally would but if they are being collected by an adult we would ask that you arrange with your child a suitable pick up point. This could be in the field behind the school or the field to the side of the school. Some families may find it more appropriate to meet their children in the Dumyat field, however please can I remind families that this is a busy and often congested area and whilst we will try to have a member of staff to help pupils cross safely this may not always be possible so parental support with doing this would be helpful.
* For some pupils it may be safer from them to be collected from the playground, in which case we would ask that parents collect from the playground, but maintain 2m social distancing at all times and leave the school grounds as soon as you have your child.
* Please can you remind your children that irrespective of where you have arranged to collect your child, that if a safe trusted adult is not there to pick them up then they should come back to the school where a member of staff will look after them until they are collected.
* Pupils attending the Menstrie After School Club will be collected from the outdoor classroom. This therefore means that this is not a suitable place for other parents to collect their children as this will be used by a specific group.

As we work through this unprecedented time we will constantly be reviewing and updating plans in line with the most recent Scottish Government Guidance as well as through our own observations and feedback. We would like to thank you for your patience and understanding in these difficult times .