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Our Ref: LMCA/MMcK

Date: 5/8/20

Dear Parent/Carer,

Following the recent communication from the Head of Education, I wish now to alert you to specific arrangements in regard to your child's return to school. The whole staff team absolutely share the sentiment of being delighted to welcome your young people back to school.

Date of Return of Pupils

We are undertaking a soft-start as per the communication issued from dates 12-14th August. This will take the following format:-

Date	Pupils to attend
Wed 12 th August	Primary 1 (9am – 12.30pm), P2 and P4 P1 pupils will be given individual times to allow parents to meet staff and take photographs outside P2 pupils to arrive at 9.10am and leave at 3.10pm P4 pupils to arrive at 8.50am and leave at 2.50pm
Thurs 13 th August	Primary 1 (9am – 12.30pm), P3 and P6 P1 pupils to arrive between 9am and 9.30am and will leave from 12.30pm P3 pupils to arrive at 9.10am and leave at 3.10pm P6 pupils to arrive at 9am and leave 3pm
Friday 14 th August	Primary 1 (9am – 12.30pm), P5 and P7 P1 pupils to arrive between 9am and 9.30am and will leave from 12.30pm P5 pupils to arrive at 8.50am and leave at 2.50pm P7 pupils to arrive at 9.15am and leave at 3.15pm

*Please note pupils from the OLC should attend the OLC the same day as their year group, arriving at 9am and finishing at 12.30pm.

Given this planned partial attendance of pupils, we would ask that any families for whom this causes significant difficulty, to please telephone the school and we will try to support this, bearing in mind that emergency critical childcare ceases on Thursday 6th August for Early Childhood Centres and Friday 7th August for school-aged children. **All pupils in East Ayrshire should therefore be attending full-time by Monday 17th August**, other than young people with ongoing health issues, quarantining or self-isolating.

Wellbeing and Learning

Your child's wellbeing will always be our prime concern and staff are ready to welcome your child back to school in a welcoming way that links to our ongoing work on relationships across all of our schools. As part of this, Onthank Primary has invested in a whole school wellbeing programme called PATHS (Promoting Alternative Thinking Strategies). This promotes positive mental health and emotional well-being and is delivered through support from Barnardo's.

School Uniform

Many families have ordered and collected their uniform school. We encourage all children to wear their Onthank uniform and this can be purchased from the school or shops in the Kilmarnock area. If you have any problems getting a school uniform please contact the school as we can help.

Transport and Arrival of Pupils

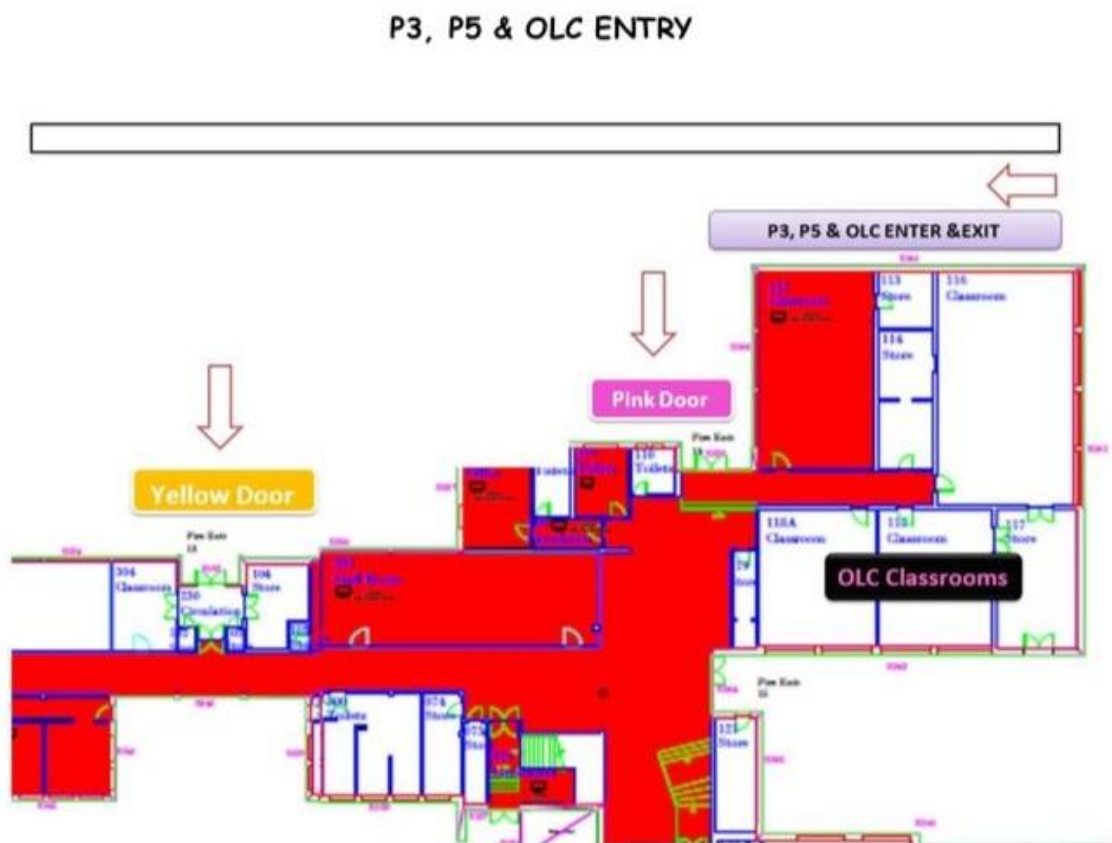
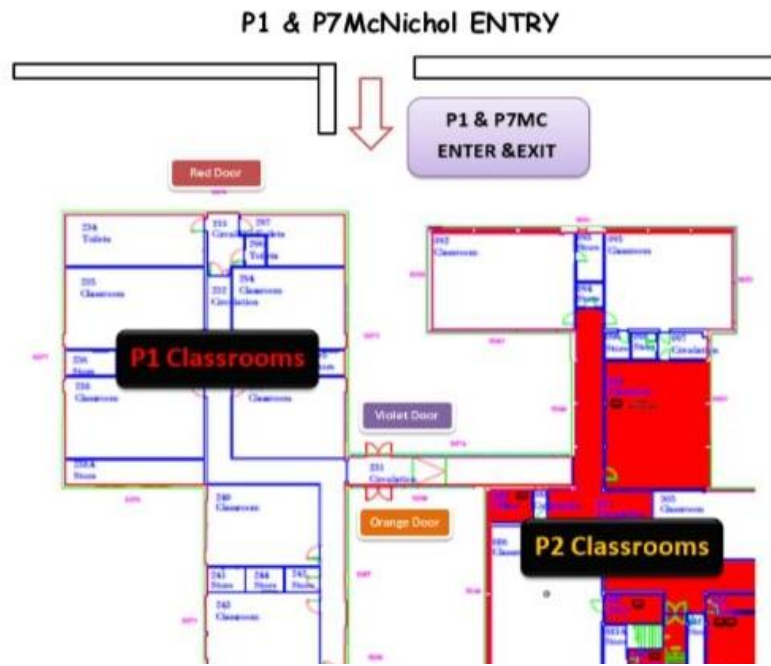
School transport will run as normal and pupils should access their assigned transport in the usual way. Where pupils are dropped off at school by car, we respectfully ask that this is not directly at school gates to prevent entry areas becoming overcrowded. Our carpark is often overly congested so please, if possible, avoid using this area. Clearly this will not be the case for young people with additional support needs who require to be dropped off in school proximity. Your child does not require a face covering for school transport, but is absolutely welcome to wear a covering should they prefer to do so. Sanitation of hands will be expected on bus entry (for public and school transport) and staff working as escorts in taxis will be wearing a face covering. Your school will also provide further information on pick-up and drop-off areas at the start and end of the day.

Arrival from Monday 17th August 2020

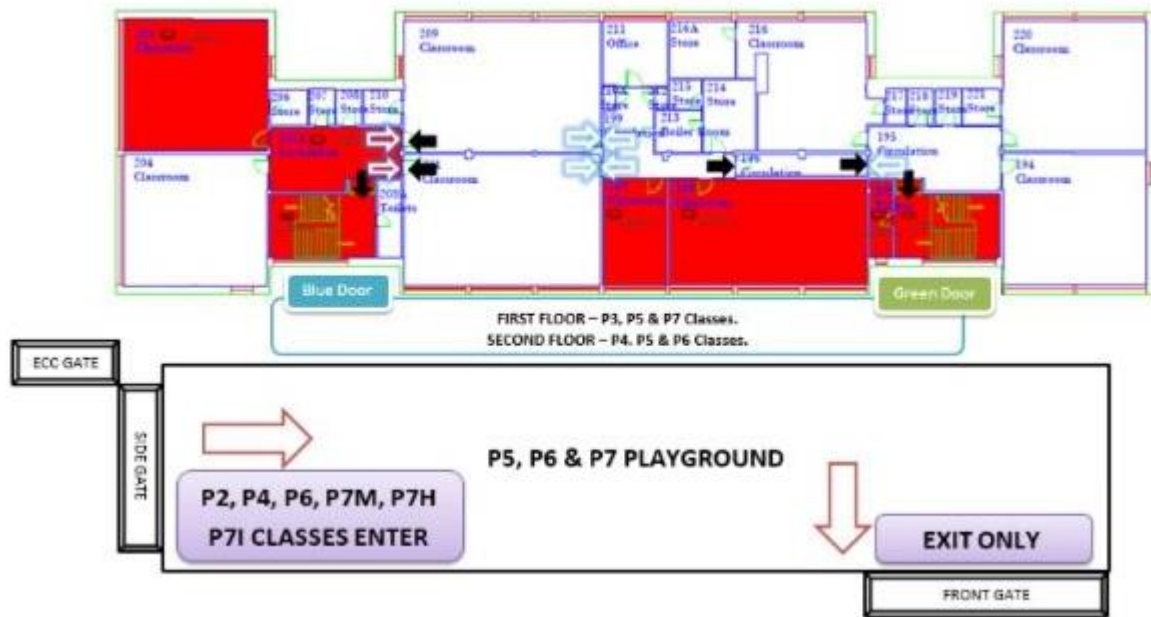
All of our entry doors have been colour coded and your child's class should enter the door noted below at the allocated time to allow for staggered arrival. This will help to avoid congestion and enable physical distancing between parents. Please note we are also operating a one way system in the front playground.

STAGE	START TIME	STOP TIME	ENTRY/EXIT DOOR	PLAYGROUND
P1 -Mrs Findlay P1- Miss Adam	8.55am	2.55pm	RED CLASSROOM	P1
P1 - Mrs McKie P1- Mrs Cree	9.05am	3.05pm	RED CLASSROOM	P1
ALL P2	9.10am	3.10pm	ORANGE	P5/6/7
ALL P3	9.10am	3.10pm	YELLOW	P3/4
ALL P4	8.50am	2.50pm	GREEN	P5/6/7
P5 Miss Cook	8.50am	2.50pm	PINK	P3/4
P5 - all other	8.50am	2.50pm	YELLOW	P3/4
ALL P6	9.00am	3.00pm	BLUE	P5/6/7
P7- Mr McNichol	8.45am	2.45pm	VIOLET	P1
P7- Mrs Irving	8.45am	2.45pm	GREEN	P5/6/7
P7 - Mrs Mills	9.15am	3.15pm	BLUE	P5/6/7
P7- Miss Howat	9.15am	3.15pm	BLUE	P5/6/7
OLC 1	9.00am	12.30pm	PINK	P3/4
OLC 2/3	9.20am	12.50pm	PINK	P3/4

Please see below a map of the school grounds which displays each of the coloured doors.



P2, P4, P6, P7 (except Mr McNichol's class) ENTRY



In accordance with government guidelines, parents will not be able to enter the school, and arrangements will be made with you directly should an emergency occur and you are required to come to collect your child.

Ongoing Measures to Protect your Child/Children and Your Family

All of our staff and young people will wash their hands on arrival and at regular times throughout the school day. We have displayed child-friendly posters throughout the school to remind our pupils to remain physically distant.

ATTENTION!
Stand on a heart...
...stay 2 metres apart!
If you, or any member of your household, has had symptoms of the coronavirus:

PLEASE DO NOT ENTER THE SCHOOL SITE	<ul style="list-style-type: none"> • High temperature • Continuous cough • Shortness of breath • Loss of smell or taste
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We have displayed signage across the school to remind our families about staying safe.

We have hearts taped to the floor to help with the 2m physical distancing.

Our doors have coloured heart labels. This is a picture of the blue door in the front playground.



Catering

Children will eat their lunch in classrooms or outside in our picnic area (weather permitting). There will be staggered lunchtimes with 2 sittings: 12.30pm – 1.15pm and 12.45pm – 1.30pm. Catering staff will deliver lunches to classes. Children order their lunches in the morning and menus will be shared on our school blog. Lunches will be in biodegradable containers which will be binned after use.

Pupils can continue to bring a packed lunch and we ask parents to work with us in actively encouraging young people to remain on the school site for lunch, as we are unable to supervise any provision made outside of school. Children bringing a packed lunch are encouraged to also bring lunch in a disposable container.

COVID-19 Management

- Please do not send your child to school or ECC if they, or any of your household, have symptoms of COVID-19, please alert us to this immediately should this occur.
- Please arrange to pick your child up from school immediately if you are contacted to advise that they are symptomatic, and follow subsequent medical advice. Schools have to ensure that any child/young person who is symptomatic is taken home as soon as possible.

Some Practicalities....

In summary, we absolutely appreciate that this will be a return to school involving a huge mixture of both anxiety, but also indeed joy as young people see their friends and staff again. As a final helpful list to parents, can you please support us by:

- Reinforcing hygiene measures and social distancing with your child(ren).
- Having your child(ren) bring tissues to school to capture any coughs or sneezes.
- Ensuring your child does not bring unnecessary items to school.
- Working with your school in a positive way, even if things are difficult, we all want to help.
- Reinforcing positive relationships between children and our staff.
- Using our meal pre-order system and giving your child a break-time snack and breakfast.
- Not dropping children off directly at school gates (where possible), this will help us prioritise this space for young people with additional support needs who require this access.
- Understanding that we are not permitted to allow visitors to school buildings, other than in emergency or other exceptional circumstances.
- As this is an on-going situation the above plans are subject to change and will be reviewed regularly to ensure the best possible outcomes for our young people.

Thank you all so much again for your support of your child's learning, we simply cannot wait to welcome them back to school.

Kindest regards

Mrs Wright