



## Wemyss Bay Primary School

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Dear Parents,

Session 2021/22 is almost upon us! I do hope that you have had an enjoyable summer with time together to rest and have fun.

As we move towards the re-opening of school buildings for this session, we are continuing to work to ensure that we have clear processes in place to facilitate a safe return in what remain interesting days. Our existing protocols have been redeveloped with support and advice from the Scottish Government and our local authority, and are designed to maximise the safe use of our spaces and to support safe movement around the school premises.

The purpose of this communication is to share some of these protocols with you, and to seek your assistance in their implementation.

### **Entry to and exit from the nursery and school premises**

We must still ensure that all pupils have time and space to enter our school campus safely. To enable this to happen, the following procedure should be observed:

#### **Nursery**

Children attending our nursery should access the premises via the pitch. The gate at the far side of the pitch at the Community Centre car park will be open to allow this to happen. This avoids any congestion at the narrowest entry point to our school building. One adult may accompany each nursery child across the pitch where they will be met by nursery staff at the pitch gate closest to the nursery entrance. Nursery children will also leave via the pitch. Parents should make their way to the appropriate group colour and key worker, where they can collect their child. Please refrain from calling your child to run to you across the pitch as this creates the opportunity for children to access the gate to the car park without an adult and poses a risk we would prefer to avoid. **All nursery children will now start their day at 9.00am and will finish at 3.00pm.**

#### **School Pupils**

School aged children can now access the playground via either the gate at the community centre car park / park or at Ardgowan Road. Parents should not enter the playground. Children can play but please note that there will be no adult presence in the playground until 8.50am. On the first bell, pupils should make their way to their class marker spot. For primary 1 and primary 2/3, this is adjacent to the pitch. Primary 4/5 should line up at the midpoint of the upper school playground and P5, 6, and 7 should line up in the rear adjacent to the bike shed.

The combination of our spacious outdoor facility, a change in restrictions and our low number of children means that we do not require to have a staggered entry system for school pupils.

At the end of the day, P1 and P2/3 children will be walked to the gate at the community centre / park where they should be collected. Children in their classes can leave via either gate but should allow the younger children to exit first please, to ensure their safety.

### **Inside the school building**

There is an automatic hand sanitiser station at every point of entry into the building. Anyone entering the building, including the nursery playroom and shelter, will be required to use sanitiser. Children will then go straight to their classrooms. Shoes will not be changed until further notice. Each child will have an allocated seat, desk and tray where they will spend most of their classroom time. Desks are now arranged in groups. Upon entering the classroom, each child will make their way to their designated chair. Children will hang coats and bags in groups at their teacher's direction, to avoid congestion in the cloak room areas.

Directional movement along corridors is indicated by arrow symbols on the floor and at each staircase and staircase landing. The lift remains out of use unless absolutely necessary. If your child requires to use this facility due to an injury or a health condition, please contact the school so that arrangements can be out in place.

Children will, of course, be able to access toilets.

### **Playtimes and lunchtimes**

Due to the most recent changes to restrictions, we no longer need to have staggered playtimes. All school children will have their morning break at 10.30am. Lunches will be served in the playrooms for nursery children, in the dining room for P1 and P2/3 and, at time of writing, in classrooms for P4 – P7. Nursery children will play outside in the nursery gardens, and class groups will be able to play on the pitch and in the playgrounds according to a rota, as pre March 2020!

The school kitchen will be open and meals will be available. A new menu will be sent out at the beginning of next week to help you chose lunches with your child.

Your child can bring a packed lunch if preferred.

If your child is going home for lunch, they should be collected from outside the main door at 12.15pm and return via the same door at 1.15pm, please and not before.

### **Handwashing**

Handwashing remains one of the most effective ways to minimise the transmission of Covid-19 and will be encouraged throughout the day but definitely at these times:

- On arrival at school (sanitiser station)
- Prior to and after snacks
- Prior to and after lunch
- Prior to moving areas
- After toileting
- After coughs and sneezes
- Prior to leaving school

### **Curriculum**

Restrictions on PE, music, dance and drama have almost all been lifted.

Your child's teacher will inform you of PE days in due course.

### **Illness**

If a child shows any symptoms of Covid-19, they will be taken to our isolation room and you will be contacted immediately.

The remainder of the class will move to another area for the rest of the day to allow the room to be thoroughly cleaned.

### **A special note for primary 1**

#### **Day 1 and 2**

All children start school on Wednesday 18th August. On this day and on the following day, Primary 1 will have a 9.15am start. They will finish at 3.10pm.

Children should be brought to school through the gate at the park / community centre. We will meet them there and escort them into school. You will be able to come into the playground if you wish on these two days, but as things stand at the moment, you will not be allowed to come into the building with your child. This is disappointing for you I am sure, but please be assured that we have done this many times before and want all children to feel happy; if there is a problem and your child is finding it hard to settle, we will contact you.

Please collect your child from the same gate at 3.10pm.

We are looking forward to having all our new Primary 1 children together for the first time!

### **And finally...**

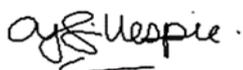
We understand that some of these arrangements may still seem complex, but our staff are familiar with the processes and will support all children to understand them too. We also understand that some of these arrangements may create some low level inconvenience but would ask that you adhere to the plans presented in this letter so that we can protect members of our school Community.

This is, of course, remains a very fluid situation. If there are any changes, we will let you know as soon as we can so that you are informed and feel confident in the protocols in place. In the meantime, please contact us if you have any questions.

Thank you for your understanding and support.

We can't wait for the new session to begin!

Yours sincerely,



**Alison Gillespie**  
**Acting Head Teacher**  
**Wemyss Bay Primary School**