 St.Augustine’s Primary

 Return to school in August 2020

 Apply, Learn

 Achieve Together

**Dear Parent/Carer,**

**Our start to the new school session in August 2020 will be a strange one that equates to all that has happened around us these last few months. We aim to keep you up to date with all notifications and changes as and when they arise and information is released. We hope this booklet assists you in understanding where the school is at present and what this means for your child on their return to school. Please be assured that our priority as always is your child(ren). They will be given a warm St.Augustine welcome on their return, we have missed them greatly and we are looking forward to our new P1s joining our community of faith and learning. All staff are dedicated and committed to ensuring we do our best for every child. As a school community we are committed to ensuring everyone connected to the school has the capacity to apply, learn and achieve.**

**When Will my Child Come to School?**

From August, children will return to school for two days each week. This will either be a Monday/Tuesday (Group A) or Thursday/Friday (Group B). On the other days during the week digital learning will be provided through your child’s Glow account and other digital platforms.

**Organising Class Groups**

When establishing class groupings, we have taken into consideration

* Sibling groups
* Learning groups
* And where possible, friendships

Each class will have no more than 15 children in it and will provide focused learning in Maths, Literacy, Health and Wellbeing and RE. It is not possible to move children to different classes or different days. We sincerely appreciate this may cause issues with child care but we have considered all options for the 332 children who attend school.

**Provision for Keyworker Children on Non School days**

We are waiting to hear what this provision will be. Please ensure you follow NLC Facebook, Twitter or on their website to ensure you are up to date over the summer.

**Arriving at School**

Members of staff will be on hand every morning to assist all pupils on entry to school as always.

P1 pupils- Pupils should arrive at school for 9.00am. The yellow circles area is for P1 lining up. FOLLOW YELLOW ARROWS. On the first day of school Pr. 1 pupils will attend school from 10.00am with opportunities for photographs in the school grounds beforehand. We apologise but unfortunately we cannot permit parents to accompany children into class. Pr 1 pupils enter through the infant gates, these may have signage indicating entry for Zone 1 - YELLOW

P2 pupils- Pupils should arrive at the school for 9.00am. Pupils follow the YELLOW arrows and line up. Children to enter school using the infant gate – noted as Zone 1 - Yellow

P3, P4 and P5 pupils- Pupils should arrive for **9.10am**. P3 and 4 children will be directed to line up on the blue circles. FOLLOW BLUE ARROWS. Pr. 3 and 4 may enter via the infant or via the top gate – Zone 2 – BLUE. P5 pupils to enter via the top gate and will follow the GREEN arrows to the top yard and line up on the green circles – Zone 3 - GREEN

P6 and P7- Pupils should arrive at the school **for 9.00am** . P6-7 pupils should follow the GREEN ARROWS to the top yard and stand on a green circle.

INFANT DISMISSAL

P1- 2.50pm One parent/carer should collect your child from the Infant Entrance, please maintain appropriate social distancing while you wait. P2- 2.50pm One parent/carer should collect your child from the Infant Entrance

DO NOT WORRY- STAFF WILL NOT SEND YOUR CHILD OUT OF THE DOOR UNTIL YOU ARE THERE.

IT IS REALLY IMPORTANT THAT YOU MAINTAIN SOCIAL DISTANCING WHILE YOU WAIT AND THAT YOU ARE ON TIME TO COLLECT YOUR CHILD. DO NOT ENTER THE SCHOOL SITE UNTIL THE ALLOCATED TIME.

**DISMISSAL TIMES**

Pr 3, P4 and Pr 5 – 3.00pm – Pr 3 and 4 exit by either infant or top gate, Pr 5 exit by top gate only

Pr. 6 and 7 – 2.50pm – exit by top gate only

INCLEMENT WEATHER

If the weather is wet, children will no longer be able to come into the building so it’s important they come dressed appropriately for wet, cold weather. We are following NLC guidance in this regard.

In line with current guidance from NLC no parents are permitted on school grounds for pick up. A member of school staff will be on hand at the school gate to ensure smooth transitions. The only exception to this rule is for Pr 1 and 2 pupils.

**Collecting children after school**

We will no longer be able to facilitate children waiting in the foyer for collection after 3pm. Please ensure you arrive on time outside the school gate.

**LATE ARRIVAL**

Please drop your child off at the Main Entrance only if necessary. Please do not view the main entrance as a drop off zone as all pupils are expected to enter the school gates and line up with their class.

**BUS**

 Children who come to school by bus will be escorted into the school by school staff and will be directed to their lines. At the end of the school day, ‘bus’ children will be released from class and taken to the bus by school staff.

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**What procedures have changed in school to ensure health and safety?**

Risk assessments have been carried out and control measures have been put in place to reduce identified hazards.

**ENTRANCES:** Pupils will enter school by the designated gates and doors and will arrive for their staggered start. Pr. 1 and 2 – 9.00am, Pr 6 and 7 – 9.00am. Pr 3 – 5 – 9.10am

**LINING UP:** Children will use the symbols in the playground which are 2 metres apart to enter the school.

**CLASSROOMS:** Classrooms have been reconfigured to ensure all seats are 2 metres apart. Non-essential furniture has been removed and surfaces are clear to facilitate cleaning. Jackets and bags (when permissible) will be stored on the back of chairs.

**ONE WAY SYSTEMS:** There are one way systems in place in all classes, pupils will keep to the right along corridors.

**WATER COOLERS**- these will not be in use to minimise time out of class and to ensure we can monitor social distancing. We cannot clean these after every use. Please ensure your child brings their own full water bottle to school. At lunch, water will be available from the dining hall if needed.

**RESOURCES:** Each child will have their own tray where they will have their own set of stationery items. Children should not bring in items from home such as pencil cases, note pads and stationery – these will come in handy for completing homework.

**HOMEWORK DIARIES:** These will only be in use by Pr 6 and 7. Instructions regarding homework activities will be via Glow Sharepoint.

**Playtime and Lunchtime**

Playtimes and lunchtimes will be staggered to minimise the number of children in the playground and dining hall at any given time.

**Health Tuck and School Lunches**

Initially, there will be no Healthy Tuck at playtime, this will be subject to review. We encourage all children to bring one small snack with them.

All P1-3 children are entitled to a Free School Lunch. Payment for school lunches for P4-7 will be via the online payment system. Unfortunately the cash machines will not be in use until further notice. Your child’s account login and password will be sent out with the Annual data check form at the start of term.

If your circumstances have changed, your child/ren may be entitled to free school meals. It is very worthwhile applying for this. You can visit the council website at [www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk) or just phone us and we will print you a copy of the form.

**TOILETING-**Children can access the toilet when needed across the school day. Social distancing measures will be in place to minimise contact.

**HAND WASHING:** Handwashing/sanitizing routines will be in place regularly throughout the day – entering and leaving the class at the start/end of the day, before and after eating, after visiting the toilet. All toilets are fitted with liquid soap dispensers and hand sanitizer is available in every class.

**PLAYTIME:** Children will have access to the playground at playtime. A staggered system will be used to reduce the volume of children in each playground and encourage social distancing.

Please provide your child with a small snack they can eat during interval – **this should be nut free**.

**LUNCHTIME:** Times for lunch will be staggered. Children may eat their lunch at their desks in the classroom and then have some time to access the playground. Children from the upper floor classrooms will eat packed lunches in class and those having a school lunch will access the dinner hall. Our protocol around this will be under constant review.

**Getting ready for school**

Advice around this is guided by health and safety – they have advised that children should wear clothing that can be washed every day. Although children are attending school for two days of the week, we are keen to restore a degree of ‘normality’ and for that reason school uniform is our preferred option and remains.

**Uniform**

* white shirt/white polo shirt
* School tie (stretchy tie available) or ordinary ties – if social distancing rules are followed then ties may continue to be worn. At the moment we have made a decision to leave ties but this will be under review when school commences.
* Grey skirt, pinafore or trousers
* Grey jumper or cardigan
* Black school shoes/ full black trainers
* Girls summer dress until September weekend

***Remember to label all items of clothing.***

School uniforms can be sourced from a number of supermarket chains and clothing shops who may offer online shopping.

Uniforms can also be sourced from scotcrest – visit the website to place orders:

https://scotcrestschools.co.uk/

Please place your order in time to ensure your order arrives for the start of the new school year on 11th August 2020. If we can assist families in any way with items of school uniform please get in touch:

ht@st-augustines.n-lanark.sch.uk

**How will digital learning be provided?**

North Lanarkshire Council are gathering data to ensure all children have platforms and internet access to engage with online learning. Glow will most likely be the site used as many children are already familiar with this.

**What can Sharepoint do?**

Sharepoint on glow can us be used to:

-share tasks

-post work and photos

-teacher can give feedback

-only pupils from class have access to the tile

All pupils require their Glow password and username to access the site. Guidance on how to use access Glow are available from our school website. If you lose your child’s login details please contact ht@st-augustines.n-lanark.sch.uk or contact the office 01236 632090

**What to Bring to School? Our current guidance is for no school bags or plastic lunch boxes but this will be under constant review at the start of the school term.**

**What to bring to school?** ![C:\Users\StaffUser\AppData\Local\Microsoft\Windows\INetCache\Content.Word\staugustines[1].png]()

* A snack each day
* A packed lunch if not attending for school dinners
* A water bottle (filled with water)

**Keeping in Touch**

**If you need to pass on a message to the class teacher please email ht@st-augustines.n-lanark.sch.uk**

**Or call 01236 632090.**

**Where possible please avoid calling close to 3pm as there can be movement around the school and it creates difficulty in trying to locate a child who is on the move and ready to exit the building. We don’t have a tannoy system in place so a quick announcement is not an option.**

Please ensure you have our school app on your phone as this links directly to our school blog featuring announcements and news.

Our Twitter and Facebook pages are also regularly updated with announcements and news

**We hope this booklet has helped to answer your questions and reassured you that our protocols and procedures are constantly under review as we aim to ensure that the school is a safe and happy place for all.**