



**STEPS PRIMARY  
BACK TO SCHOOL  
AUGUST 2021  
ISSUE 1**



## Stepps Primary Coronavirus – Campus Recovery Plan:

Dear Parent/Carer

I apologise in advance for the amount of information this letter includes. As you will be aware, the mitigations implemented in all schools before the summer break will remain in place for the time being. Our own situation is complicated further by the ongoing drainage remedial works. Although some of the fencing remains around the front of the school, which prevents the operation of a one-way drop-off system, we have been given permission by our Education Managers to try reverting back to using the main playground gates for drop-off and pick-up. This means that we will no longer have to gather all pupils on the school pitch in the morning. Further details on drop-off and pick up have been included in in another section of this document.

**All pupils will return to school on Monday 16 August 2021.**

### **Physical Distancing**

Physical Distancing between adults, and between adults and children and young people, will remain in place at 2m in North Lanarkshire schools. This decision was taken by North Lanarkshire to ensure a cautious and protective approach.

The Council took the decision in July to extend the mitigating measure of 2m social distancing across all services for a further 3 months in order to protect the safety of employees.

### **Drop Off Times**

To ensure appropriate social distancing and reduce crowding, staggered entry is being continued in all schools. Pupils should not be dropped off until the times noted below. Please avoid dropping your child off before these times. The gates into the playground will not be opened until 8.45am. **To help avoid crowding on the campus, only one parent/carer should accompany their child/children to school.** Social distancing recommendations are still in place in schools.

P4 - P7 pupils should arrive in the playground for 8.50am

P1- P3 pupils should arrive in the playground for 9.00am

Nursery – from 8.45am (Nursery Children will be brought in two at a time)

To help ease them into the school routine, our new P1 pupils will now have a staggered entry for the first **two** days of the new term. Unfortunately, we are unable to let all parents/carers enter the building with their children. New P1 pupils should be dropped off, and picked up from the main doors at the front of the school at the following times on Monday 16 & Tuesday 17 August.

	<b><i>Drop Off</i></b>	<b><i>Pick Up</i></b>
<b><i>P1A (Miss Hood) -</i></b>	<b><i>9.20am</i></b>	<b><i>2.30 pm</i></b>
<b><i>P1B (Mrs DeRosa) -</i></b>	<b><i>9.30am</i></b>	<b><i>2.40pm</i></b>
<b><i>P2/1 (Miss Davidson) -</i></b>	<b><i>9.40am</i></b>	<b><i>2.50pm</i></b>

P1 classes will be dismissed one at a time, so we would ask all P1 parents/carers to stand back until their child's class is brought out.

The times noted have been designed to prevent our older children having to walk through younger pupils to get to their playground. It is in the interest of all pupils that these times are adhered to.

**Once pupils enter the playground, there will be markings and signage to show them where to go.** The children will enter the school one class at a time. There will be two entry points:

- P1B, P3/2 & P2/1 will enter through the side doors of the Infant Wing (beside the nursery ramp).
- P1A, P2 & P3A & P3B will enter through the main Infant Wing doors.
- All senior classes will enter through the side doors of the main Infant Wing due to the drainage remedial work being completed in the Senior Wing at present.

On entry to the building/classroom pupils will wash/sanitise their hands. This will be a regular feature throughout the day.

### **Late Arrival**

Please drop your child off at the main gate. If your child arrives very late, please bring him/her to the building's Main Entrance.

### **School uniform & Belongings**

Pupils should wear full school uniform every day. Children should arrive at school in uniform, wearing suitable footwear and jackets that are fit for outdoor learning and for the Scottish weather. **Dark coloured, waterproof trainers would be ideal.**

### **PE/Gym**

From August, **all** pupils should wear their **school polo shirt and school jumper** to school along with **shorts or jogging bottoms and trainers** on their gym days. Only white or red polo shirts and school jumpers should be worn on gym days. This helps keep all pupils on a more equal footing and reduces the pressure on parents/carers to purchase the latest branded tops. As we hope to keep outdoor gym a normal part of school life next session, pupils should always bring a waterproof jacket or coat to school, especially on their gym days.

We will confirm gym days as soon as possible. Your child will not need to bring their gym kit for the first week. If your child is wearing trainers to school, no change of footwear is required. If your child is wearing shoes to school, then a pair of trainers should be sent in their bags daily.

**Please ensure that every item of clothing is named at least once.**

### **Personal Belongings**

Children may now bring a bag to school if they wish - this is optional. Bags should contain the following items only:

- Lunchbox/lunch bags
- Playtime snack
- A water bottle - this must be filled before they come to school as they will not be able to fill, or refill it in school.
- Jacket (if not being worn to school)
- Trainers (if not being worn to school).

### **Pencil Cases**

Pupils can bring their own pencil cases and resources, however, these items should not be shared with others. Pupils will be provided with any stationery they need.

**Children should not bring in items from home such as toys.**

### **Toilets**

Access to the toilets will be monitored during the day to reduce overcrowding. We are aware that some children need to visit the toilets more frequently and we will share this information with all class teachers. Pupils will still be able to access the toilet when required.

### **Bus Transport**

School transport will operate as normal. If your child is travelling by bus, it is clearly very difficult to adhere to the arrival times noted earlier. We will do our best to stagger their entry into the playground. The guidance received from the Scottish Government is that children **no longer need to wear masks on school transport**. It is now up to parents/carers to decide if they wish their child to wear a mask.

We would ask you to speak to your child about the importance of wearing their seatbelt on the bus. Due to the social distancing requirements for adults, members of the school staff will not always be able to board the bus to check that all seatbelts have been secured. Although this has always been the responsibility of the bus driver, school staff have always boarded the bus to check that seatbelts were secure.

### **Drop Off Points**

We would ask the parents/carers of older children to continue to drop them off outside the main campus gates. **Under no circumstances should parents stop, or park in the turning circle or Bus Zones.** We would encourage as many children as possible to walk to school as parking will be limited and difficult. By encouraging pupils to walk, cycle or scoot to school, vehicular congestion and circulation issues can be reduced and the school entry areas will be safer and less polluted. Queues and circulation spaces will also be much easier for staff to manage without vehicular 'drop offs' contributing to crowding at entry areas. There are many advantages to active travel:

- Active travel can increase the concentration of children by up to four hours
- There is a positive relationship between physical activity and academic performance
- 15 minutes exercise can significantly improve a child's mood
- Exercise can help to reduce anxiety and stress

As noted at the beginning of this document, although some of the fencing remains around the front of the school, which prevents the operation of a one-way drop-off system, we have been given permission by our Education Managers to try reverting to using the main playground gates for drop-off. This means that we will no longer have to gather all pupils on the school pitch in the morning. As you will be aware, the footpath leading to the school gates is relatively narrow. As a result, we would ask parents/carers of our older children to let the children make their own way from the main campus gates to the playground gates by themselves. This will reduce footfall and congestion around the school gates.

Children should be dropped at the school gates in the morning. **Parents/carers are not permitted to enter the playground in the morning.** Parents/carers who are walking younger children to the gates, should move away quickly to prevent congestion and possible contact points. **To keep everyone safe, please avoid conversations at the school gates with other parents and members of staff.**

**Please remember, face coverings should still be worn by all visitors to school grounds, this includes parents and carers.** Although social distancing requirements have been removed in most settings, physical distancing between adults, and between adults and children and young people, will remain in place at 2m in North Lanarkshire schools.

Parents/carers of new P1 children have been given separate instructions for their child's first two days at school, but all children should enter through the main school gates after this.

## Collection Time/Points

We will have two dismissal points at the end of the school day:

**P1-P3** – Parents will be permitted to come into the playground from 2.50pm to collect their child. There will be designated areas for parents/carers to wait. Classes will be brought out one at a time. Parents/carers should ensure that they stand well back from the exit points and only come forward when they see their child. **IN KEEPING WITH GOVERNMENT AND LOCAL AUTHORITY GUIDANCE, FACE COVERINGS SHOULD BE WORN IN THE PLAYGROUND BY ALL ADULTS AT PICK-UP AND PARENTS/CARERS SHOULD CONTINUE TO SOCIALLY DISTANCE WHERE POSSIBLE IN PLAYGROUND AREAS.**

**P1B, P2/1 & P3/2** will be dismissed through the side door on the Infant Wing into the playground.



**P1A, P2, P3A & P3B** will be dismissed through the main doors at the end of the Infant Wing. Parents should wait in the playground area to the right of the ramp as you face the doors.



Once you have collected your child, please exit the playground as quickly as possible to allow other parents/carers to collect their child safely. Please **do not** congregate outside the gates to the main playground. This is a major congestion point. **Please note: No parent/carer should enter the school building without having arranged an appointment and without having provided contact tracing details. Parents/carers should only enter the school building through the main office doors.**

**If you have a child in P3 and you would rather not come into the playground to collect them, you can make an arrangement to meet them at an agreed point. If this is the case, please send a note to your child's teacher to let them know.**

**P4-P7** – Pupils in P4-P7 will be dismissed through the Cultural Centre doors from 2.55pm. There is very limited space for parents/carers to wait outside this area, so we would ask you to discuss and agree a suitable meeting place with your child either inside or outside the school campus.



Pupils in P4-P7 who have a sibling in P1-P3, will be able exit with the youngest sibling.

If you have a child who does not have a sibling in P1- P3, but has a sibling in P4-P7, they will be able to wait for each other outside the Cultural Centre doors.

Bus children will be escorted to their transport at 2.45 pm to minimise potential bottlenecks and contact points.

**Please note: No adult will be permitted to enter the school building without having arranged an appointment and without providing contact-tracing details. If you need to speak to your child's teacher, please do not approach them in the playground at this point in time. We would ask you to make contact by phone or arrange an appointment through the school office.**

#### **Lunch Arrangements/ Cashless Catering System**

All P1-4 children are entitled to a Free School Lunch. Payment for school lunches for P5-7 will be via the online payment system. Cash can no longer be accepted in schools and parents/carers will be asked to use cards via the online payment system. Children will not be able to bring cash into school to top up their lunch cards. Information will be provided by the Council to notify parents of this and advise them of how to set up and use the online payment system.

Pupils can still bring their own packed lunches. These will need to be kept in their schoolbags.

Nursery pupils will have their lunch in the nursery.

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

If your circumstances have changed, your child/ren may be entitled to free school meals. It is definitely worthwhile applying for this. <https://www.northlanarkshire.gov.uk/freeschoolmeals>

#### **Breakfast Club**

Our school Breakfast Club will revert back to its normal time of 8.15am – 8.45am. The catering staff will stop serving breakfast at 8.40am. Children attending the school's Breakfast Club should enter through the main front doors.

#### **Water Coolers**

Please ensure your child brings their own full water bottle to school every day. As restrictions in schools ease, we hope to be able to bring our water coolers back into use. Pupils may still bring cartons or plastic

bottles of juice for lunch and playtimes, however, **only plain, still water is allowed to be consumed during class time**. Fizzy drinks such as Coke and Irn Bru and energy drinks should not be brought to school.

### **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.

#### **Lining up**

Children will line up in specified areas and enter/exit through designate doors.

#### **Social Distancing**

While social distancing is not required for children in schools, we will be discouraging physical games and unnecessary contact between pupils. We will continue to stagger breaks. School staff will continue to socially distance as required by the Scottish Government.

#### **Face Coverings**

Staff will continue to wear face coverings in the communal areas and corridors. They will also continue to wear face coverings when the required social distancing recommendations cannot be maintained. **Face coverings should also be worn in and around the school grounds by all parents/carers. Parents/carers should continue to socially distance in school grounds where possible.**

Although there is no current requirement for children to wear masks, we will respect all parents/carers wishes if they would prefer their child to wear a mask in school. Please remember that disposable masks should only be worn once and material masks should be washed daily.

#### **Resources**

Resources will be wiped down and sanitised on an ongoing basis.

#### **Playtime and Lunchtime**

Playtimes and lunchtimes will be staggered to minimise the number of children in the playground. Please provide your child with a small snack they can eat during morning interval – **this should be nut free**.

#### **Hand Washing**

Handwashing/sanitising 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 have been fitted with liquid soap dispensers and hand sanitiser will be available throughout the school. If your child suffers from any skin conditions, you are welcome to provide them with their own special soap/hand cream.

#### **Gym**

Weather permitting, the majority of your child's gym times will be outside. Part of the reason for suggesting that children wear a polo shirt and dark, waterproof trainers to school is that they can go outside to exercise when the weather allows. Although all classes will have suggested gym times, these will be flexible to enable staff to take advantage of dry weather to take the children outside for physical activity. We will not be using our changing rooms at the present time.

As we are in a constantly evolving situation, the information contained within this letter is likely to change. We will, however, keep you updated on an ongoing basis.

#### **Outbreak Management and Self-Isolation**

Schools and establishments are no longer required to risk assess confirmed positive cases. Single cases will be identified by Test and Protect and **very close** contacts will be identified by them.

Staff, children or young people who develop symptoms of Covid-19 should seek a PCR test and should isolate if the test result is positive. Parents/carers should inform the school of positive test results.

### **Close Contacts**

Adults who are fully vaccinated (for more than two weeks) and identified by Test and Protect (T&P) as close contacts should isolate immediately and book a PCR test; if this is negative and they have no symptoms, they can return to work.

Children and young people under the age of 18 that are identified by Trace & Protect as close contacts should isolate immediately and book a PCR test; if this is negative and they have no symptoms, they can return to school.

Where a child or young person receives school meals (including all P1 – 4 pupils), arrangements will be made to issue vouchers to these families

If anyone (adult or child) has had a positive PCR test in the last 90 days then they do not need to seek a further PCR test (unless symptomatic) and do not need to isolate.

Please note, if an adult is identified by Test and Protect as a close contact and has not been vaccinated, or has only had a single dose of the vaccine, then they should:

- Self-isolate immediately for 10 days from symptom onset in the symptomatic person and book a PCR test;
- If the test is positive, they should continue to self-isolate in line with NHS guidance.
- If the test is negative, still continue to self-isolate in line with NHS guidance. This is because a test cannot indicate whether someone is incubating the disease, and therefore may go on to develop it after a test is taken.