



St Timothy's

Primary School, Nursery Class and LCSC

Dear Parent,

As you will be aware, the Scottish Government plans to reopen schools from next week. We have been preparing for your children returning, with the safety of all children and staff uppermost in our minds, and I'd like to share our plans with you.

Health and Safety

The school will be fully risk assessed and all plans will adhere to Scottish Government and North Lanarkshire guidance for reopening schools.

- In order to minimise contact with others, we have a 'keep left' system in place for moving around the school.
- We have introduced staggered start, finish and break times.
- Children will be asked to wash and sanitise their hands regularly throughout the day and all staff will promote health and hygiene. There are sanitiser stations at each pupil entrance to the school, as well as at the main entrance.
- All areas of the school will be regularly cleaned throughout the day.
- All windows will be kept opened to aid ventilation and outdoor learning will be encouraged.
- Pupils will remain in consistent class groups as much as possible.
- Face coverings are not required for most children (other than those clinically advised to wear one) but anyone wishing to wear a face covering may do so if they wish.
- Pupils should be made aware that some members of staff will be wearing face coverings.
- Should the prevalence of the virus in the population start rising, nationally or locally, we may encourage everyone to wear a face covering.
- 2m physical distancing will be maintained by adults within the school. However, the advice from the Scottish Government is that there is no requirement for physical distancing between children.
- Health and wellbeing will be the focus in all classes when children return to school.

School Uniform

- We ask that your child wears full school uniform. **Please note, we have been guided that windows should be opened to ensure that the school is well ventilated so wearing a jumper or cardigan is strongly advised.**
- Your child should wear a warm, waterproof jacket and appropriate footwear as we intend to take the children outside for fresh air, exercise or outdoor learning when possible. Dark coloured trainers are encouraged. The children will also be outside for breaks even on rainy days.

- **If your child cannot tie shoe laces, please provide them with shoes without laces e.g. Velcro fastenings.**
- No indoor P.E. will take place at the moment. More information will follow regarding this.
- A fresh uniform should be worn each day if possible.

Personal Belongings

- Your child may a packed lunch (if required), a water bottle and/or a snack. No other personal belongings such as pencil cases, mobile phones or toys should be brought to school.

Arrangements for Next Week Only

- Primary 1 should attend school on Wednesday, Thursday and Friday. Further details will be sent separately to Primary 1 parents.
- Primary 2 and 3 should attend on Wednesday and Friday.
- Primary 4, 5, 6 and 7 should attend on Thursday and Friday.
- Pupils should adhere to the start and finish times and use the gate as outlined below.

Arrival and Departure of Children

- All children will enter through the playground gate in the usual way, and then proceed to their own zone. As directed by NLC, we have created 4 areas within the playground called Zone 1, Zone 2, Zone 3 and Zone 4 and each child will be told which Zone they should go to when they come in each morning. These zones will be clearly marked but don't worry though because school staff will be at the gate to help and to guide you.
- Zone 1 will be P1 and P2, Zone 2 will be P3, Zone 3 will be P6 and P7 and Zone 4 will be P4 and P5. As far as possible, the children will socialise only with children from the same zone.
- In order to minimise contact with other people, we have staggered start and finish times and are asking all children to use their designated gate. These are important aspects of our risk assessment and we ask for your support in this matter.
- Primary 1 and 2 will start school at 9 am and finish at 3 pm. (Separate arrangements will be sent to Primary 1 parents for next week.)
- Primary 3,4 and 5 will start school at 9.05 am and finish at 3.05 pm.
- Primary 6 and 7 will start school at 9.10 am and finish at 3.10 pm.
- We ask that adults avoid congregating at the school gate as this poses a risk to other children and parents.
- We will switch off our school bell due to the staggered approach.

Breakfast Club

The breakfast club will be available this session. However, to comply with the zoning arrangements in the yard, P3-P7 children attending breakfast club will remain in the dinner hall until 9am.

School Lunches

- Children will be encouraged not to go home for lunch, but to stay in school to reduce contamination risk.
- P1 – 3 and all children entitled to free school meals will still be provided with their free meal or if preferred, packed lunches may be brought to school.

- Parents wishing to purchase a school meal must use the online payment system as we will no longer accept cash.
- We intend to have 2 sittings for lunch.
- Lunchtime for children in P1, 2, 3 will be from 12.00-12.45, although all children will finish eating before 12.30 so that the dinner hall can be cleaned for the second sitting.
- Lunchtime for children in Primary 4, 5, 6 and 7 will be from 12.45 –1.30.
- More information will follow regarding arrangements for school lunch

Break Times

As directed by NLC, we have created 3 areas within the playground called Zone 1, Zone 2 Zone 3 and Zone 4 to minimise contact with children from other classes. A diagram of our Zones is on the last page of this newsletter.

- Primary 1, 2, and 3 will have break from 10.20-10.35 am.
Primary 1 and 2 will play in Zone 1 and P3 will play in Zone 2.
- Primary 4, 5, 6 and 7 children will have their break between 10.45-11.00 am
- Primary 4 and 5 will play in Zone 4 and Primary 6 and 7 will play in Zone 3.
- Children will wash their hands before and after break time.

Staffing

- Due to changes in Government guidance and a change in allocated staff, I have had to make a few staffing changes. Most children will have the teacher they expected to have – this will be finalised next week and ready for the children returning.

Communication

In line with guidance from the Scottish Government and North Lanarkshire Council, no adults should be within the school premises, including the playground, unless they are school staff. However, It is important to my staff and I, that we work closely with you as parents, so please contact me by phone or by email at the address below if I can be of any help, or you can phone the school office.

As you will understand, our guidance and available information is subject to change, but we will endeavour to keep you informed via letter, school app and Twitter (@StTimothysPS). Please contact me on ht@st-timothys.n-lanark.sch.uk if I can help in any way.

Please also see a dedicated Frequently Asked Question page published by North Lanarkshire Council: www.northlanarkshire.gov.uk/schoolplans , follow the council's main facebook page (www.facebook.com/nlcpeople) or follow them on Twitter (@nlcpeople).

C Forbes

Head Teacher