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Contact:- Mrs Sarah Burke

Our ref SB/KF

Your ref

Date: 07/08/2020

Dear Parent/Carer,

## **Re-opening of Ruthvenfield Primary School**

I hope that you have had a good Summer break. We have missed the children and look forward to welcoming them back in school next week.

### **Arrangements for week 1**

**In-Service Days for staff – Mon 10<sup>th</sup> and Tues 11<sup>th</sup> August 2020 (pupils not in school)**

### **Phased Return of Pupils → 12<sup>th</sup> -14<sup>th</sup> August 2020**

The first week of the new term will be a phased return for all Perth and Kinross pupils. This will enable focused time for induction for new pupils and reorientation back into the school building for current pupils. I can advise the following phased return arrangements will be in place for our pupils as shared at the end of last term:

**Wednesday 12<sup>th</sup> August – GREEN** group children from previous communication

**Thursday 13<sup>th</sup> August – YELLOW** group children from previous communication

**Friday 14<sup>th</sup> August – ALL CHILDREN** recommence full-time education

*(Please email Mrs Falconer in the school office if you require a reminder of your child's group colour which was sent out at the end of last term and she will get back to you when we return to work)*

*New families that have joined Ruthvenfield over the summer holidays will be contacted on Monday afternoon (10<sup>th</sup> August) to let them know which days their children should attend school during week 1.*

### **Scottish Government Return to School Guidance**

The following link outlines the most recent guidance, and summary version, from the Scottish Government:-

Coronavirus (COVID-19): guidance on preparing for the start of the new school term in August 2020:-

<https://www.gov.scot/publications/coronavirus-covid-19-guidance-preparing-start-new-school-term-august-2020/#:~:text=The%20Scottish%20Government%20welcomes%20local%20authority%20decisions%20which,forward%20an%20Educational%20Continuity%20Direction%20to%20that%20effect.>

### **PKC Parent/Carer Leaflet –**

[https://www.pkc.gov.uk/media/46219/Supporting-Wellbeing-on-the-Return-to-School/pdf/Supporting\\_Wellbeing\\_on\\_the\\_Return\\_to\\_School.pdf?m=637317249263900000](https://www.pkc.gov.uk/media/46219/Supporting-Wellbeing-on-the-Return-to-School/pdf/Supporting_Wellbeing_on_the_Return_to_School.pdf?m=637317249263900000)

### **Health and Safety**

Schools have been working hard on health and safety assessments and staff, pupils and parents will see some changes when they come to school. On arrival and departure from school, there will be provision for sanitising hands. Everyone in school will wash their hands frequently throughout the day and pupils will be reminded of the importance of hand and respiratory hygiene.

The frequency of formal cleaning by Tayside Contracts in school has been increased and, in addition, school staff will carry out spot cleaning throughout the day in their classrooms. Resources for learning will be selected to ensure they can be easily cleaned. It is planned that we will limit the number of times equipment and resources are physically passed between home and school, however, where this is necessary, we will look at ways of limiting the number of people in contact with equipment.

If staff are required to administer personal care for a pupil, or if a pupil requires first aid, the appropriate PPE will be worn. The key focus for everyone in school will be practising good hand and respiratory hygiene, frequent cleaning and physical distancing between adults and between adults and children.

Although pupils are not currently required to socially distance from other pupils, staff/adults should continue to physically distance, maintaining the 2m distance from one another and from pupils, at all times (where reasonably possible). Children will be reminded to cooperate and adhere to this due to the nature of the COVID virus and the national guidance at this time. Although the wearing face coverings is not a requirement at the moment, some staff and pupils may choose to do so (these should be plain, or appropriate designs, for school).

All classrooms and rooms have access to the following:-

- Soap, water, hand sanitiser (hands should be dried thoroughly)
- Basic First Aid Kits
- Anti-bacterial cleaning kits
- PKC arranged to install Health and Safety signage in schools during the Summer break which will be displayed in rooms and around school to remind everyone of the health and safety rules, including social distancing and effective handwashing

***Please discuss and practise thorough handwashing with your child – NHS Handwashing video:-*** <https://youtu.be/aGJNspLRdrc>

Some children/staff may prefer to bring their own hand sanitiser. If so, this should comply with the 70% alcohol recommendation.

Please be assured that staff will take time to familiarise the children with all of the new procedures in place (e.g. Health and Safety, Fire Evacuation Procedures, Lunch arrangements, allocated toilets etc...)

Staff will have a key focus on **Health and Wellbeing** with all children, particularly during our first term back in school, as well as **Literacy** and **Numeracy**.

### **Symptomatic Children or Staff**

We would kindly ask all families to be vigilant and not to send children to school who are symptomatic or share a household with someone who is symptomatic. If pupils present in this manner, they will not be permitted to attend school and a parent will be contacted to collect their child. We require everyone in the community to play their part in acting responsibly to keep everyone as safe as possible and to keep our school open. Further guidance can be found on the NHS Inform website if anyone in your household is symptomatic – NHS Inform [Test and protect guidance](#)  
Please observe the national guidance on isolation and quarantine if anyone in your family may have, or has, a COVID case confirmed.

Procedures are in place should a child or staff member become symptomatic whilst in school. A staff member would wait near the isolation area with your child while we wait for you to collect your child. I will ask Mrs Falconer to share our main school risk assessment with you through the school app/email next week when we return to school after the holidays. ***Please remember to get in touch with Mrs Falconer if you require to update a medical protocol for your child if you did not do this before the Summer break.*** It is very important that we have the most up to date medical information for each child. Thank you.

### **Home Learning**

If, for any reason, schools have to close promptly again then staff would return to using Seesaw and TEAMS to share your child's lessons. We certainly hope, through everyone playing their part in following health and safety precautions, that schools will remain open.

### **Parents/Carers**

When we return to school in August, and to reduce risk, **ADULTS should NOT enter the school building**, unless this has been pre-arranged. This is to ensure that we can safely comply with social distancing and limit the number of adults in the school building and grounds. Please kindly telephone the school or leave a message on the school answer phone if you require to speak to a member of staff and the staff member will endeavour to get back to you as soon as possible.

We will also be using Seesaw again this year so your child, and child's teacher, can keep you up to date with learning in school.

## **Equipment**

Where possible, learners should bring their own pencil case/utensils (pencil, rubber, sharpener, ruler, pens/pencils, glue stick, scissors) when they return to school next week. ***Please let us know*** if you require us to provide this and we will make up a pack. This will help to limit contact with equipment between learners. Thank you.

## **Uniform**

The Ruthvenfield school uniform should be worn to maintain high standards of presentation in school.

## **Gym Kit**

Class teachers will inform families of gym days in the new term. Children should wear their school gym kit (school colours) and plain joggers/jumper, if required, to school on those days to avoid getting changed in school.

## **Water Bottle**

Please ensure that your child brings a filled water bottle with them each day. They will be able to refill this at school.

## **Learning Outdoors Session 2020-21**

More learning will take place outdoors throughout the year, particularly on Fridays where each class will have a timetabled slot with Mrs Ritchie. With this in mind, children should wear plain, outdoor clothing every Friday beginning on Friday 21<sup>st</sup> August. Mrs Ritchie will provide further details on our return to school.

## **Lunch Arrangements**

Pupils may bring a packed lunch with them in the morning or, alternatively, can select a school lunch. Tayside Contracts have been in touch to let us know that a cold, packed/bagged lunch will be provided until October. Children will eat at their desks in classrooms when we first return to school. Desks will be cleaned before and after. Handwashing will take place regularly throughout the school day, including before and after lunch.

## **Structure of the School Day**

Children can be dropped off to **arrive and enter the building from 08:50-9:00**, making their way through the designated/signposted entrances and straight to the classrooms (no lining up outside to begin with, staff will be on hand to direct the children, parents/adults should not linger in the playground once children have been dropped off).

**Break Time 10:40-11:00** – designated areas for each class of children in the playground to begin with (areas will be rotated)

**Lunch Time 12:20-13:20** – Lunches will be eaten in classrooms or outside, designated outdoor areas for each class to play in afterwards (areas will be rotated)

## **End of day arrangements:-**

**Arrangements to ensure social distancing and to avoid congestion at the school gates and on the public pavements**

**3:15pm:-** P5-7 learners (either walk home, walk to their parent/carer's car or see below re playing field – dependent on parent/carer wishes)  
Older siblings may also meet their younger sibling to walk them to parent/carer's car dependent on parent wishes

**3:20pm – P1/2 parents** to **socially distance in the main playground** to collect their children

**3:20pm – P3/4 children** (either walk home, walk to parent/carer's car or see below re playing field – dependent on parent/carer wishes)

**3:20pm: P3-7 parents** to **socially distance on the large playing field** if they are meeting their child/children to walk home

**We would kindly ask all parents/adults to respect social distancing when waiting to collect their children and not gather in groups, or linger, in the school grounds at the end of the school day. Thank you.**

We look forward to welcoming all children back into school and would assure you we are taking every precaution to ensure they, and our staff, are as safe as can be when they return.

We will be in touch again next week once we return to school.

Yours sincerely

*Sarah Burke*

Mrs Burke  
Headteacher

