



Uphall Primary and ELC Return to School – August 2020

In preparation for return to school here's what you need to know.....

RETURN TO SCHOOL - WEEK ONE:

Tuesday 11th August - Staff INSET

Wednesday 12th August - P1 (am), P2, P3, P4

Thursday 13th August - P1 (am), P5, P6, P7

Friday 14th August - all pupils

There will be a staggered start to ensure health and safety of all from 8.50am to 9.00am

Learners will have tasks to complete on the day they are not in school. We will continue to use TEAMS and our Glow Blog to post learning tasks.

Click on the link below for further West Lothian Council information:

<https://www.westlothian.gov.uk/back-to-school>

KEEP UP TO DATE VISIT.....

Uphall Primary and ELC Glow Blog:

<https://blogs.glowscotland.org.uk/wl/uphallprimary/>

Twitter:

@TEAMUphallPS

Website:

<https://uphallprimary.westlothian.org.uk/>

DON'T MISS OUT.....

We will contact families through groupcall and email, however we don't have everyone's contact details. Please email the school with details so we can update our records.

wluphall.ps@westlothian.org.uk or call 01506 852516

SCHOOL UNIFORM:

All pupils should wear school uniform as usual. They should have a warm, waterproof jacket and appropriate footwear as outdoor learning will be a significant part of their day.

SCHOOL BAG:

Children can bring a school bag with essential items only. Every child will be provided with a personal stationery kit to be left in school.

Children are not permitted to share their belongings.

PERSONAL BELONGINGS:

To minimise cross infection children are not permitted to bring any personal belongings to school.

PE:

Each class teacher will inform you of the PE day. Children should wear appropriate outdoor PE clothing on that day. Remember the weather isn't always great so they may get muddy will outside...

ARRIVAL AND PICK UP:

To ensure that large gatherings of people are avoided and physical distancing between adults and children of different groupings is maintained we will be operating a staggered start and finish to the school day. Where possible we would encourage families to walk to school. If you are arriving by car we would ask you to park further away from the school and walk to avoid congestion. Please find further details of school arrival and pick up times below.



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BREAKFAST CLUB:

Our Breakfast Club opens on Wednesday 12th August from 8.10am. Pupils will enter via the side door at the main entrance where a member of staff will be waiting. After registering they will be required to wash their hands. Children will be ushered to an allocated table and will then collect their breakfast in small groups. Children will take responsibility for their belongings so they are not mixed/cross contaminated with their peers. Children will remain in the dining hall/main hall (depending on numbers) until it is time to go to class. They will wash their hands again on entering the classroom.

BREAKS:

To minimise the volume of children in the playground all breaks and intervals will be staggered. Children will have clear areas allocated to socially interact while following government guidance.

Morning snack and milk will be part of our class routine. Children should take any snack rubbish home to be disposed of. Please be proportionate with snack as lunch is not too far away! They can also bring a water bottle labeled clear with their name, however, for hygiene reasons will be unable to use the communal water fountains.

LUNCHES:

To reduce numbers within the dining hall lunches will be staggered. They will have allocated areas to eat their lunch. Children can bring a packed lunch and must take all rubbish home to be disposed of. You may want to use a disposable bag to make it easier.

Those wishing a school lunch must order in advanced through Ipayimpact - <https://www.ipayimpact.co.uk/IPI>
Similar to the majority of retail outlets we will be unable to handle any money. Please contact the school office if you require further details on how to use the online facility.

PARENTS/CARER

Due to this challenging time parents/carers should not enter the school grounds or building without prior permission or appointment. Please contact us via email or telephone.

To ensure the wellbeing of all our children, families and staff we ask you to be patient and assist us by following all signage, procedures and protocols. However, as usual please contact the school via telephone or email if you have any concerns.

MEDICATION

Please remember to contact the school office if your child requires medication to be administered while in school. Relevant documentation needs to be completed before we can action.

Appropriate health and safety procedures will be adhered to for the safety of all.



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HEALTH AND SAFETY:

We would like to reassure all our families that we continue to follow National and Local guidance to reduce the spread of the COVID-19 virus. Robust risk assessments have been undertaken to ensure the health and safety of all. The promotion of good hygiene has been highlighted across the school through posters/signage and daily routines. All pupils and staff will have access to soap within toilets, classrooms, entrances and exits.

We would recommend providing your child with a pack of tissues and hand wash/sanitiser for their personal use as required.

Other measures include:

- * transition procedures, one way systems
- * increased cleaning throughout the school day
- * reduced contact between groups of children, staggered arrival/pick up, breaks and lunch
- * clear signage across the school, use of visuals to support most vulnerable children
- * pupil learning sessions to highlight new procedures and routines, regularly reinforced

Here are general principles everyone can follow to help prevent the spread of respiratory viruses, including:

- washing your hands often - with soap and water, or use alcohol based hand sanitiser if handwashing facilities are not available. This is particularly important after taking public transport
- covering your cough or sneeze with a tissue, then throwing the tissue in a bin.
- people who feel unwell should stay at home and should not attend work or any education or early learning and childcare setting
- children, pupils, students, staff and visitors should wash their hands:
 - before leaving home
 - on arrival at school/setting
 - after using the toilet
 - after breaks and sporting activities
 - before food preparation
 - before eating any food, including snacks
 - before leaving school/setting
- use an alcohol based hand sanitiser that contains at least 60% alcohol if soap and water are not available
- avoid touching your eyes, nose, and mouth with unwashed hands
- avoid close contact with people who are unwell
- clean and disinfect frequently touched objects and surfaces
- wearing of face coverings on public transport, retail and when social distancing measures cannot be maintained



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STAGGERED START/PICK UP:

To ensure the health and safety of all please adhere to the allocated times for arrival and pick up. A member of staff will be available to direct pupils and support you with our new procedures.

| CLASS | ARRIVAL | PICK-UP | ENTRANCE/EXIT |
|-----------|---------|-------------------------|--------------------------|
| *P1, P2, | *8.50am | 3.15pm Fri – 12.25pm | MAIN GATE |
| P4/3, P6S | 8.50am | 3.15pm Fri – 12.25pm | DARGAI PLACE |
| P5G, P7W | 8.50am | 3.15pm Fri – 12.25pm | FRONT GATE SIDE ENTRANCE |
| CLASS | ARRIVAL | PICK-UP | ENTRANCE/EXIT |
| *P2/1, P3 | *8.55am | 3.20pm Fri – 12.30pm | MAIN GATE |
| P4, P5H | 8.55am | 3.20pm Fri – 12.30pm | DARGAI PLACE |
| P6H, P7R | 8.55am | 3.20pm Fri – 12.30pm | FRONT GATE SIDE ENTRANCE |

*PRIMARY 1 – FIRST DAY – WEDNESDAY 12TH AUGUST

To allow parents/carers to celebrate their child's first day of Primary 1 please bring your child to school for 9.10am where you will have the opportunity to capture this exciting moment on camera....while maintaining social distancing.

ARRIVAL:

A member of staff will welcome your child to school at the gate and direct them to the appropriate entrance.

PICK UP:

Your child will be dismissed from school and leave by the designated exit. There will be a one way system in operation. Parents/carers who wish to collect their child will be guided to a designated area where they must maintain social distancing. Where possible we will try to accommodate siblings leaving the building together.

TO AVOID LARGE GATHERINGS AND PRESSURES ON MAINTAINING SOCIAL DISTANCE PLEASE LEAVE THE SCHOOL GROUNDS AS QUICKLY AS POSSIBLE.