



**St Philip Westbrook**  
**C of E Aided Primary School**  
*'Together we aim high and with God's love we can fly'*

**St Philip's Centre  
District Centre  
Westbrook  
Warrington  
WA5 8UE**

**Mrs J Wightman**  
**Headteacher**

**Tel: 01925 445391**

15<sup>th</sup> July 2020

Dear Parent/Carer,

As we approach the summer holiday and finalise our arrangements for September, I would like to once again thank parents and carers for their understanding and cooperation over recent months. As a school, we are very much looking forward to the new academic year and to welcoming back all of our children.

It is very encouraging to hear that there is significant progress in reducing the number of deaths due to Coronavirus. We thank all of our families for all that they have done in supporting restrictions. However, the government advises that we cannot let progress today lead to complacency tomorrow and so we must remain vigilant to keep this virus under control.

All schools have been issued with guidance in order to open schools in September to all children. We are currently updating our risk assessment to take into account that there will be over 600 pupils and staff in school which will be three times as many as the 200 or so that we have had in over the last half term. This will be available on our school website before the end of term.

We have been asked to keep children in small consistent groups; therefore children will mostly be kept in separate class groups. In order to keep these groups separate we will have to keep staggered start and finish times and staggered lunches and play times. We have reduced the length of playtimes and lunchtimes so that the time dedicated to teaching has not been reduced. Please see the attachment for the times that you need to bring your child and collect them from school. These times need to be strictly adhered to.

If you miss your child's time slot, you will be given a time to return when all children have gone into classes. Children who arrive late will not be able to go via the office. Please share this information and the attached timings with anybody who will drop off or collect your child from school.

We have updated our behaviour policy and have produced a Home School Agreement between school, parents and children that makes it clear how we can all do our best to follow the systems and procedures that have been put in place to enable a safe environment. Please ensure that you have read, understood and agreed to this Home School Agreement via email by Monday 20<sup>th</sup> July – see the attached agreement for the email address to return your acceptance to.

From September, the government expects all children to be back in school and absences will only be authorised if a child is ill or needs to self-isolate.

Lunches will be eaten in classrooms. The school meal service will provide all infant children and junior children entitled to Free School Meals with a packed lunch. As usual, all other children need to bring their own packed lunch or opt for a lunch from the school kitchen for half a term – children are unable to change between the two.

Full uniform will be required from September – see attachment.

Only PE kits and book bags will be allowed to be brought into school and nothing else should be brought in from home apart from lunch boxes, water bottles and a healthy snack (fruit, vegetables or toast/bread and butter). Junior children are still able to purchase toast from the school kitchen, this is booked weekly each Monday in

school by the children at morning register and the money for this (£2.50), needs to be on their parent pay account by 9am each Monday.

When children return to school we will be concentrating upon mental health, physical activity and addressing any gaps in the basics of English and mathematics, with the wider curriculum coming on board to support reading and other basic skills.

We have an exceptional teaching team in our school and we have always invested heavily in CPD (continuous professional development) and training so that our staff are highly trained and skilled at what they do. Please do not worry about your children catching up as with your support and excellent teaching we will achieve this in almost all cases. What we will NOT do is test your children relentlessly as soon as they walk back in the door in September. We will carefully and subtly work out what gaps in learning your children have and we will address those gaps. We will also ensure their wellbeing and happiness is prioritised and we will continue to ensure they have a broad and balanced curriculum.

In the event that children need to self-isolate or in the case of any further lockdown measures, we will continue to provide remote education to children. In these cases, children will be expected to complete all of the daily learning that is set for them as this learning is not optional.

There will not be any after school clubs for the first half term at least, due to the need to keep groups separate and also to enable Link Club to operate in all of our halls. Further details regarding Link Club will be sent out separately.

Please be assured that we have adopted government control measures in all aspects of school life and will continue to place importance upon:

#### Cleaning and Handwashing

- cleaning hands more often than usual - washing hands thoroughly for 20 seconds with running water and soap and dry them thoroughly and/or using hand sanitiser ensuring that all parts of the hands are covered and cleaned
- cleaning frequently touched surfaces often using standard products, such as detergents and bleach
- ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach

#### 'Deep' Cleaning

- Deep (thorough) cleaning of all areas will take place at the end of the school day
- Throughout the day, classroom areas, hall, office spaces, staff areas etc will be regularly cleaned
- surfaces that children touch will be cleaned regularly more regularly than normal (at least twice a day), such as doors, sinks, toilets, light switches,
- sufficient handwashing facilities will be provided – sinks in classrooms, hand sanitisers also in use. Please advise us if your child is allergic to soap and/or sanitiser.

Please note that wearing a face covering or face mask in schools or other education settings is not recommended by the Department for Education, so children will not be wearing masks in school. The exception to this is if a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. Staff will also wear appropriate PPE when carrying out any tasks where risks have identified a need to wear them, such as looking after a child who becomes unwell at school.

Government guidance will be followed regarding illness:

- We need to minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, DO NOT attend school.
- If anyone becomes unwell with a new, continuous cough, a high temperature and/or a sudden loss of taste or smell or other symptoms as recognised by the WHO, in an education or childcare setting, they will be

sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus infection guidance](#).

- If a child is awaiting collection, they will be moved to a designated room, where they can be isolated behind a closed door, with appropriate adult supervision. A window will be opened for ventilation.
- If they need to go to the bathroom while waiting to be collected, they will use a separate bathroom, which will be cleaned and disinfected using standard cleaning products before being used by anyone else.
- PPE will be worn by staff caring for the child while they await collection if a 2 metre distance cannot be adhered to.
- As in any medical emergency, staff will call 999 if a child is seriously ill or injured or their life is at risk.
- All children who are attending school will have access to a test if they display symptoms of Coronavirus, and they will be encouraged to get tested in this scenario. Parents must inform school of the result of this test as soon as possible.
- Where the child tests negative, they can return to their setting and the fellow household members can end their self-isolation.
- Where the child tests positive they will be advised to self-isolate for 7 days. The rest of their class or group will be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child or household members they live with subsequently develop symptoms.

Additional guidance for parents for September:

- We advise that whenever possible use personal vehicles, walk or cycle to school rather than use public transport.
- Children must be well, and not display any symptoms associated with Covid-19.
- Only one parent/carer should bring them/collect them.
- Pupils must only bring their PE kit, book bag, water bottle, snack and lunch box with them if they are not having lunch provided by school.
- Parents will need to **send their child into class from the designated area** for their group. There will be a system in place to avoid families crossing each other.
- Parents **must not go to the classroom doors**.
- **Parents cannot gather** at entrance gates or doors, and must observe 2m distance. Parents are also not able to enter the school building (there will be no face to face meetings, staff will not be able to touch notes from parents - please telephone or email school.)

We know that these arrangements will be new for many of our families but hope that this information provides you with the necessary details, we will of course continue to update you as needed. We look forward to seeing all of our children in September – we have missed them very much! In the meantime, we wish you all a lovely summer and send our best wishes to you all.

Yours Sincerely



Mrs Jacqui Wightman  
Headteacher