

Information Sheet for Return to School for everyone in September

Our first priority in returning everyone to school remains the safety, good health and well-being of our pupils and staff.

Attendance

On 2nd July, new guidance was published to announce that, from September 2020, all children are expected to attend school unless exceptional circumstances apply. We are very much looking forward to welcoming everyone back to school. To support all children in a smooth return to school, we will be welcoming back KS2 (Years 3,4,5,6) children on Monday 7th September and KS1 (Years 1 and 2) children on Tuesday 8th September.

Bubbles and Social distancing

Our protocol will be based on a 'bubble' system (clusters of children who do not mix with children in other bubbles). We will have phase bubbles which will be around 120 children. Our bubbles will be Reception, Year 5 and Year 6; Year 1 and 2; Year 3 and Year 4. Although teachers will be allocated to a class, teaching assistants will be more fluid and will be used across the bubbles. Within the bubbles, children will be encouraged to act appropriately but strict 2m social distancing WILL NOT be enforced. Between bubbles, social distancing WILL BE enforced and efforts made to ensure bubbles do not pass within 1m of each other. Governmental guidance accepts that social distancing in schools is not realistic and has explained that a risk-free environment cannot be guaranteed. We will however, enforce social distancing between the bubbles. All pupils will be taught the importance of social distancing and reminded throughout the day.

We hope this 'encouraged not enforced' policy for bubbles will give the children a more normal experience and allow some level of social engagement within the bubbles. This also means that the management of the bubbles around the school will more easily support the social distancing goals. We have, in consultation with governors, carried out an extensive risk assessment in line with advice and guidance from the Department of Education (DfE).

Parents and staff should be aware that if any pupil or staff member within a particular bubble has is positive for Coronavirus, everyone in that bubble would be required to go home and remain in isolation for 2 weeks or until a negative test result has been received.

Collection/Drop Off and movement around the school site

We will be staggering arrival and departure times for all bubbles to maintain social distancing as best as we can.

Bubble	Arrival Time	Collection time	Route	Drop off/Collection
Reception, Year 5 and Year 6	8.45am	2.55pm	Main pedestrian gate from Spring Park Road only	Ark Playground
Year 1 & Year 2	9.05am	3.15pm	Main pedestrian gate from Spring Park Road only	Ark Playground

Year 3 & Year 4	8.55am	3.05pm.	Enter through the Top Gate on Shirley Church Road and exit through the gate to the Church Yard back on to Shirley Church Road	Noah Playground
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[Reception, Year 5 and Year 6 Bubble](#) and [Year 1 and Year 2 Bubble](#)

In the mornings, we will be asking parents to make their way onto the school site through the main pedestrian gate from Spring Park Road only, following the markers on the floor. Please make your way to the Ark playground using the ramp. The playground has been marked out with many fried egg symbols. Please choose an empty egg marker and stand on it with your child. The teachers will call the children into school at the specified time. Parents/carers should then leave the playground via the stepped pedestrian gate, and out through the vehicular gates. This should create a workable one-way system with minimal cross over.

When picking up please use the same routes and protocol to find an empty egg. Children will then be dismissed at the time above. Once you have collected your child, please exit via the stepped pedestrian gate and leave the site through the main vehicular gates.

[Year 3 and Year 4](#)

In the mornings, we will be asking parents to make their way onto the school site through the top gate on Shirley Church Road where a one-way system will be in place. Please make your way to the Noah playground. The playground will be marked out with many fried egg symbols. Please choose an empty egg marker and stand on it with your child. At 8.55am, the teachers will call the children into school. Please then leave the playground by walking along the back of the Noah building and exiting through the gate to the church yard (unsuitable for buggies). This should create a workable one-way system with minimal cross over.

When picking up, please use the same routes and protocol to find an empty egg. Children will then be dismissed at 3.05pm. Once you have collected your child, please exit via the gate to the church yard.

There is no easy way to organise such a large number of parents and children and maintain adequate social distancing, so we are asking that in the case of siblings, you adhere to your particular year group's timings, even if this means doing another circuit- we are unable to have congregations of parents either before school or after school. **It is essential that we stick to the set times to ensure that we are able to keep groups of children and adults apart.** It is also essential that everyone disperses quickly and considerately from the school grounds and the surrounding area immediately after drop-offs and pick-ups.

Getting to and from school

Social distancing will be impossible to guarantee on public transport and we have all been actively encouraged to avoid this, particularly at busy times. In line with government guidance, we ask our families to avoid public transport and to consider walking, cycling or scooting to and from school.

Clothing

As of September, we are asking for all children to return to school in full school uniform. We believe that this unifies us as a school and is the necessary approach to take to regain normality and to uphold our ethos. On the days when the children have P.E., they will be able to attend school in their P.E. kit and trainers. We will let you know which days this will be in September. The SJSA have lots of good quality nearly new uniform and will be holding a sale in the school carpark on the morning of the 4th August.

We are asking that children come into school with as limited items as possible. Please only bring in a coat (dependant on weather), a reading book, reading diary (provided by school), a spelling book (provided by school) and an old shirt which will be used for Art lessons. Children in Reception to Year 2 will need to bring these things in their St. John's book bag; Year 3 to 6 please bring these items in a small rucksack. To avoid cross contamination and in the event of items falling from pegs, we would like you to provide a named plastic bag for your child to place their items in to be hung on their peg.

Increased Cleaning

We will be increasing the amount of cleaning that is taking place within the school. This will include cleaning of classrooms, toilets and high contact areas such as handrails throughout the day. We will also be giving additional consideration to the shared equipment that children will be using, ensuring that this is cleaned between use by each bubble of children.

Break times and Lunchtimes

We have carefully considered and adjusted the school timetable to ensure we can social distancing between bubbles. Where possible, we will be using the field for break and lunchtimes and will be marking out particular zones. Hot meals will return in September. Salad will be served at the main counter so children are not serving themselves and the kitchen team will place cutlery onto the trays at the servery. Children will clear their own tray at the clearing station and one of the catering team will clear and sanitise the station at the end of each sitting in preparation for the next sitting.

Toilets

Children will be asked to regularly wash their hands throughout the school day, as was the protocol before the school closure. Additional supplies and cleaning stations within the classrooms will be made available. The toilets will be cleaned regularly throughout the day.

The Curriculum and Home Learning

In school learning:

We are mindful of pupils' mental health and well-being and there will, of course, be a focus on these areas when we return to school. Schools have also been asked to identify the gaps in learning created by pupils being out of school and to plan lessons accordingly. It is

expected that teachers and support staff will plan activities and learning based on children's starting points and that they will reinforce key skills.

Although some adjustments will need to be made in the planned curriculum for the Autumn term, we will ensure that pupils have access to the broad and balanced curriculum. The government have announced that children will continue to be assessed through statutory tests and teacher assessment.

We will continue to provide an inclusive education for all children with SEND, making use of resources available in Croydon as well as making any reasonable adjustments to ensure access to the curriculum is supported.

Pupils will use their own individual wallet to house their resources. They should not bring any equipment into school. Any resources that are necessary to be shared (e.g. paints) will be cleaned before and after use and handwashing will be part of the rhythm of the day.

We will be unable to gather in school to celebrate Collective Worship in our usual way and whole school Church service will not resume until further notice. However, we will be delivering worship either in class, pre-recorded or via live stream.

Home learning

All schools have been asked to ensure that they can put in place high quality home learning in the event that schools have to temporarily close in the future or in case a class or year group is asked to stay at home for a short period. The government is expected to announce its expectations for what home learning should look like for younger and older pupils in September. Google Classroom has been a useful tool and going forward we will continue to use it to issue homework.

The School Office

The office will be open for phone calls and emails and we ask that you only go into the office if it is urgent and only one person at a time should be in the Octagon. Should you require anything from school, we would ask you to contact the office by phone (0208 6542260) or by email (office@st-johns.croydon.sch.uk). We are unable to accept any items being dropped off during the school day. Please make sure we have up to date contact details for you.

Prescribed Medication

We request that all parents bring in any medication taken home when school closed and that all expiry dates are checked. Medication should be clearly labelled and placed in the taken to the office. We no longer require parents to complete the medication form and hand it directly into the office but instead ask parents to email office@st-johns.croydon.sch.uk the night before giving details of the medication your child will be bringing into school, dosage, where it should be stored (i.e fridge) and times it should be given. We ask that all children are given their **hay fever** medication before school if required and have sun cream applied before school when necessary.

Visitors

Unfortunately, we will be unable to welcome visitors at this time, which will also mean that we are unable to accept parent helpers. I am afraid that toilet facilities will not be available for anyone other pupils.

Clubs

We will be offering Breakfast Club and the after school club (MLH). Numbers may be reduced so booking ahead will be essential and additional protective measures will be in place. The Breakfast Club booking system will be operational from 2nd September. The after school sports clubs will resume in September but will be run in the phase bubbles. Further information about the sports clubs will follow at the beginning of term.

Thank you again for your patience and for your cooperation at this time. The situation remains ever changing and when we receive updated information we will share this with you. I hope that this letter has helped provide the reassurance needed to support your child's return to school in September.

I understand this is a lot to take in and should you have any concerns or queries please email the school office. The risk assessment will be on the school website before we fully re-open. Please continue to take care of yourselves and stay safe.

Again, thank you for your support and understanding.

Yours sincerely

M. Martin