Dear Parent/Carer,

**Return to School August 2020**

We are very much looking forward to welcoming back all pupils and families, with a particularly warm welcome to all our new Primary 1 pupils. We are aware that school will look and feel different for us all, but as always, our priority will be to support the health and wellbeing of all pupils, parents/ carers and staff.

You will be aware that Scottish Government have now agreed on a full time return for all pupils by Tuesday 18th August. The full document can be accessed via the following link:

<https://www.gov.scot/publications/coronavirus-covid-19-guidance-preparing-start-new-school-term-august-2020/>

In line with the advice above and letter of 3 August from Tony McDaid, Executive Director Education Resources, South Lanarkshire Council, I write to advise you of our plans for a managed return as per below:

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| **Date** | **Managed Return Arrangements** |
| Tuesday 11 August | Inset Day, school closed to all pupils |
| Wednesday 12 August | **P1 ONLY** (Including P1 children in Ms Clowes P1/2 class). Start :9.15am – End: 2.15pm  Parents should escort their child through the playground gates and bring them to the P1 classroom external door. Staff will be on hand to assist you to this area should you not be familiar with it. It is important that parents do not congregate around this area.  Unfortunately, due to COVID restrictions, no parents will be allowed to access the school building.  At 2.15pm our P1 Children will be taken to the MUGA pitch where parents will be asked to wait at one of the socially distanced cones.  We will endeavour to take some photographs over the course of the day for you to review your child’s experiences and share these via our app. |
| Thursday 13 August | **P1 , P1/2. P2/3, P3/4 ONLY**  Start: 9.15am- End: 2.30pm  All children will enter the school via the playground gate next to the outdoor nursery area at 9.15am. Your class teacher will be waiting within the playground to escort children into their classes.  At 2.30pm our P1 Children will be taken to the MUGA pitch where parents will be asked to wait at one of the socially distanced cones.  All other children should be met by parents in the area outside the playground gate. We would ask that parents ensure respectful social distancing. |
| Friday 14 August | **P4/5, P6, P7 ONLY**  Start: 9.15am- End: 2.30pm  All children will enter the school via the playground gate next to the outdoor nursery area at 9.15am. Your class teacher will be waiting within the playground to escort children into their classes.  At 2.30pm, all children should be met by parents in the area outside the playground gate. We would ask that parents ensure respectful social distancing. |
| Monday 17 August | **All pupils from Primary 1-7**  P1 and all sibling groups. Start: 8.45am – End: 2.45pm  All other children. Start: 9.00am-End: 3.00pm  To safely allow children to access the school building in manageable cohorts, children will be asked to start and end the day at slightly different times as indicated above.  P1 as well as all sibling/family groups will start school at 8.45am and finish at 2.45pm. This will also allow greater space in the area outside the school building so that parents can maintain social distancing.  All other children will start at 9.00am and finish at 3.00pm  Children will be clear on the groupings they belong to as this will have been identified in the session from the previous week.  All children will enter the school via the playground gate next to the outdoor nursery area, where a member of the school management team will greet your child/ren.  At 2.45pm our P1 Children will be taken to the MUGA pitch where parents will be asked to wait at one of the socially distanced cones.  All other children should be met by parents in the area outside the playground gate at either 2.45pm or 3.00pm. We would ask that parents ensure respectful social distancing. |

**Please note that we would appreciate it if you could ensure that you drop your child off to school as close to the start time as possible. Children will be entering the school immediately after their arrival through the school gates and there will be no provision for children to play in the playground. The majority of staff will be focussed on monitoring and promoting hand sanitation and ensuring safe hygiene procedures. Once children enter the building they will be asked to sanitise their hands and then proceed to their classrooms.**

**Class Configurations**

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| **Room Number** | **Class** | **Teacher** | **Number of children** |
| Nursery | Nursery | Mrs Griffiths |  |
| 1 | Primary 1 | Mrs Andrews | 18 |
| 2 | Primary 1/2 | Mrs Clowes | 17 |
| 3 | Primary 2/3 | Miss Haverstock & Mrs Frame | 25 |
| 5 | Primary 3/4 | Miss Gallagher & Miss Gordon | 24 |
| 6 | Primary 4/5 | Mrs Roberts & Mrs Hutchinson | 24 |
| 7 | Primary 6 | Miss Dalgliesh | 25 |
| 8 | Primary 7 | Miss Dunlop | 27 |
| Mrs Frame, Miss Gordon, Mrs Roberts and Mrs Hall will also be teaching and supporting specific classes. | | | |

**Please note the proposal for blended learning that was shared in June has now been postponed and all children will attend school within their whole class setting as outlined above.**

**Nursery Arrangements**

All of our families with nursery children should have received a letter at the end of June indicating the timings of their sessions on a staggered basis. In Week 1, your child will have one settling in session. In week 2, two sessions. Week 3, 3 sessions and week 4, 4 sessions. This will mean by week 5 your child will be attending their complete allocated days. For some children this means five full days (1140) and for other children, two and a half days (600 hours).

Please rest assured that your child has been allocated a key worker and that your child will be staying in a set learning pod of up to eight children. The nursery team have worked hard to prepare the playroom ensuring that strict cleaning and routines will be put in place.

As a result, the cloakroom will remain a drop off zone, similar to procedures used in March. This means that parents and carers do not enter the playroom. Your child’s key worker will be there to meet and reassure your child.

A Parent Information Sheet which outlines some key information to support the safe return of all pupils will be on the school app shortly. Other information you may find helpful is also included below;

**Cleaning and Hygiene procedures:**

All classrooms and main entrances have been fitted with hand sanitisers with all areas having a supply of tissues and a lidded bin for their disposal. The janitor will undertake regular clearing of contact areas, such as door handles with soap, paper towels and hand sanitiser being regularly replenished over the course of the school day. Extra cleaning staff have been employed to ensure that our school hygiene procedures are followed to a high standard.

**Eating and Playing at school:**

School lunches remain free to all ELC and P1-3 pupils, alongside those who are entitled to a free school meal. ParentPay remains the system for paying for meals/milk and information on this will be communicated to you separately. If your child is bringing a packed lunch, this can now be brought in their own lunch box/bag, however this should be able to fit into their school bag for storage. Children should bring a snack (stored in their bag but kept separately from their packed lunch) and a water bottle (if it is a re-useable bottle, your child’s name should be clearly marked).

Breaks and lunchtimes will be staggered to allow for physical distancing for staff and reduce whole school ‘mixing’ of pupils in the playground. At present our Breakfast Club has been put on hold and we will inform you if and when this changes.

**School Uniform:**

Children should wear uniform, but we do advise that children should only wear a tie if they can tie/untie it themselves. All children will need to be able to tie their laces, if not, we recommend velcro or zipped footwear. Children will not be changing shoes so there is no need for additional indoor shoes. As children will be unable to change on PE days, children should come to school dressed for physical activity (e.g. black joggers/leggings with a school t-shirt/polo-shirt and sweatshirt if required). They should wear ‘trainers’ to school on these days (preferably black if possible). PE days will be communicated to you by the class teacher and these sessions will be held outdoors in our MUGA area. Washing uniform should be done every night.

**General advice**

* All children will be required to wash or sanitise their hands on entry to the school building and to classes.
* There remains the need for 2m social distancing around the school perimeter at all times for parents/carers and any other visiting adults. Where this is difficult, our advice would be to wear a face covering where possible.
* We are required to keep the number of visitors to the school to a minimum, in accordance with national guidance. Any contact with the school should be made by telephone or email to the office in the first instance.
* Additional parent information is also available on the National Parent Forum:

<https://www.npfs.org.uk/2020/07/23/back-to-school-guidance-for-parents-and-carers/>

Further advice, in line with national and South Lanarkshire Council guidelines, will be issued via our school app as it becomes available.

If you have specific questions in relation to these arrangements which is not covered in the advice given, please contact the school office on **01555 811205** or email **office@forth-pri.s-lanark.sch.uk**

Take care and stay safe.

Kind regards,

Mr Colin Thomson

Acting Head Teacher