

**PARENT/CARER UPDATE**

**AUGUST 7TH 2020**

Dear pupils, parents/carers and friends of Rattray

I hope you and your families have managed to have a good summer break and enjoy some nice weather and the easing of lockdown. Our staff and myself are very much looking forward to welcoming everyone back to school and are eager to see all our pupils back in their classrooms. However, we know some of you may be anxious about the return to school and some the children may be as well. We will do our best to support all the children at this time.

As you know school resumes next week and this correspondence will give you some updated information. There is quite a lot of information to share and there will be more over the coming weeks, please ensure your Parentpay account and your phone numbers are all up-to-date. We will also use our Facebook page, school app and SEEMIS text messaging service.

There has been some new government guidance since June 2020, mainly that children do not need to socially distance from one another, however, we will be trying to keep classes together and not encourage too much mixing between classes. Adults do need to stay 2m apart from children as much as possible and from each other and facemasks will be worn by adults when we need to get closer to children. However, this is along with very good hygiene measures.

Wednesday and Thursday when half the children are in school will give us a chance to settle the children, meet new teachers properly and get to know hygiene routine, and allow staff to see whether our planned procedures work and whether these need tweaked, therefore please be patient with us if procedures have to change.

We do need to ask that **only P1/P2 and nursery parents** come into the school grounds when we first start back and that this is limited to one parent per family. Children no longer have to socially distance, but adults do and so we do not want to have lots of parents congregating in the school playground. We know this is hard, but with the common entrance you should be able to arrange a place to wait for your child and socially distance from other parents. This is to keep everyone safe and ensure that if there are any outbreaks, cases are kept to a minimum. If your child is upset and you need to come into the school grounds, that’s ok, but please do socially distance if you are in the playground.

We would ask for children not to come to school too early and staff will be in the playground in the first week from 8.55am to help and direct children and at the end of the day.

We will have a staggered start and end to the day initially to ensure not everyone comes in the entrance ways at once. Staff will stay with P1-2 children until we see an adult.

We do have some new staff joining the team and some (sadly) leaving our school, and I will send a further newsletter next week with more updates.

I hope your child(ren) are excited about coming back to school and seeing their friends and new teachers, but for some it will be an anxious time, we will do our best to support all the children and families and make school a positive learning experience.

Thank you for taking the time to read this, I look forward to seeing you all very soon.



Joanna Robertson

Headteacher

[rattray@pkc.gov.uk](mailto:rattray@pkc.gov.uk)

**RETURN TO SCHOOL – AUGUST 2020**

**Frequently asked questions answered.**

**When does my child go back to school?**

The first week of the new term will have a phased return to school 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.

At Rattray, our Primary 2 – 7 pupils will be in school from 9am – 3.20pm, following the model:

* Group A pupils will return on Wednesday 12th August
* Group B pupils will return on Thursday 13th August
* All pupils will be in school on Friday 14th August.

Our Primary One pupils will be in school each day until 12.20pm, following the model:

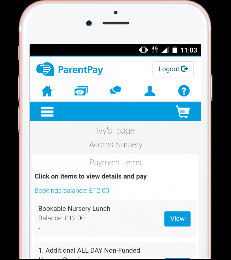
* Group A pupils will return on Wednesday 12th August
* Group B pupils will return on Thursday 13th August
* All pupils will be in school on Friday 14th August.

Many of our pupils this session will have new teachers who are not known to them and different children in their classes. Smaller class sizes on the first two days will provide a transition opportunity, whereby both teachers and pupils will the opportunity to get to know each other better and it will also enable teachers to explore pupil wellbeing in relation to the prolonged school closure.

All pupils (who are able) will then recommence full-time education (9am – 3.20pm) from **Monday 17 August 2020.**

**The Group A and Group B lists were sent to your Parentpay accounts on Monday 22nd June.** If you require a reminder, please LOG IN to your child’s Parentpay account where you will be able to view **a saved copy of the original email in the ‘Communication’ tab**.

Example image:



The ‘communication’ tab appears as 2x speech bubbles.

**If you do not have access to Parent Pay, please contact the school office on** [**rattray@pkc.gov.uk**](mailto:rattray@pkc.gov.uk)

**How does my child enter and exit the school?**

**THE START OF THE SCHOOL DAY**

* Nursery, P1 and P2 Rattray children (and siblings) accompanied by one designated adult per family will enter the playground via the gates on the High Street.
* Primary 3 pupils and upwards will enter the gates from Rattray Common. No parents from these classes will enter the school playground, unless these children have younger siblings
* Children will enter the building via their designated entry points. This will be clearly signed on classroom doors and windows. Nursery have their separate entrance

P1M (Ms McCulloch) will enter through the door in the small infant playground at 9.15am.

P1/2W (Ms Wigmore) will enter through the door in the small infant playground at 9.05am.

P2R (Mrs Russell) will enter through the door in the small infant playground at 9am.

P3G (Ms Gregg) will enter through the assembly hall doors in the main playground at 9.15am.

P3/4J (Miss Johnstone) will enter through the main entrance doors in the main playground at 9.05am.

P4/5 (Mrs Strachan/Mrs Case) will enter through the assembly hall doors in the main playground at 9am.

P5G (Ms Garrett) will enter through the assembly hall doors in the main playground at 9.05am.

P6M (Mr Masterton) will enter through the upper classes doors at the rear playground at 9am.

P6/7J (Mrs Johnstone) will enter through the upper classes doors at the rear playground at 9.05am.

P7M (Mrs McCarthy) will enter through the upper classes doors at the rear playground at 9.15am.

There will be no early entry to school due to wet weather so please ensure children have waterproof jackets with hoods.

If your child is going to be absent from school, then please follow the usual procedures and contact the school before 9:30 am.

**THE END OF THE SCHOOL DAY**

* Children will exit the building between 3:05pm or 3.20pm– however, this is subject to any transport requirements.
* Children who arrive at 9:00 am will leave at 3:05 pm; 9:05am - 3:10pm and 9.15am – 3.20pm. Lunchtimes will be shortened, and children will still have 5 hours of contact time with their teachers as is normal procedure.

Children will exit the building via their designated doors. Nursery have their separate exit.

P1M will exit through the door in the small infant playground at 3.20pm and will be escorted by the class teacher to the gate of the small playground. Parents please do not enter the small infant playground.

P1/2W will enter through the door in the small infant playground at 3.10pm and will be escorted by the class teacher to the gate of the small playground. Parents please do not enter the small infant playground.

P2R will enter through the door in the small infant playground at 3.05pm and will be escorted by the class teacher to the gate of the small playground. Parents please do not enter the small infant playground.

P3G will enter through the assembly hall doors in the main playground at 3.20pm and will be escorted by the class teacher to the Rattray common gate.

P3/4J will enter through the main entrance doors in the main playground at 3.10pm and will be escorted by the class teacher to the Rattray common gate.

P4/5S will enter through the assembly hall doors in the main playground at 3.05pm and will be escorted by the class teacher to the Rattray common gate.

P5G will enter through the assembly hall doors in the main playground at 3.10pm and will be escorted by the class teacher to the Rattray common gate.

P6M will enter through the upper classes doors at the rear playground at 3.05pm, and will be escorted by the class teacher to the Rattray common gate.

P6/7J will exit through the upper classes doors at the rear playground at 3.10pm, and will be escorted by the class teacher to the Rattray common gate.

P7 will enter through the upper classes doors at the rear playground at 3.20pm, and will be escorted by the class teacher to the Rattray common gate.

* P1 and P2 parents can meet children (and siblings) at the designated collection point at the gate of the small playground and exit through the High Street gate.
* If collecting your child, please stand 2 metres from other families.
* Please leave the school/playground promptly

Any children travelling by bus or taxi will stay in the assembly hall until their mode of transport arrives. This will be supervised by a Pupil Support Assistant.

**Should my child wear school uniform?**

Yes, school uniform should be worn each day. The Rattray Primary School uniform is a combination of grey, maroon and white. This is a white shirt/blouse or polo shirt, school jumper/sweatshirt or cardigan (grey or maroon), grey skirt, cullottes, shorts, pinfore or trousers, grey/white socks. We ask that the school tie is not worn and that lanyards are not worn either. Children do need a jumper and a coat, as we will be outside as much as we can and **windows in classrooms will be open all day,** so there will be a breeze in the rooms, so a jumper is advisable.

Scottish Government guidance suggests clothing worn to school should be laundered on a daily basis. We appreciate this may not be possible for all families, so would suggest laundering clothing as often as possible.

**Should my child bring their homework folder to school?**

No. This should stay at home for the time being. We plan to continue homework or home learning using online platforms (Teams and Education City). Teachers will set learning activities and will mark/comment as during lockdown’s blended learning. This will commence on 31st August 2020. Staff may send home jotters specifically for homework activities, these will not be expected to be returned to school on a daily basis, they will be kept at home solely for home learning activities.

At this time, we do not plan to send home reading books as they would have to be ‘quarantined’ for 72hours once at home and again on their return to school. We will share our approaches to reading with you at a later date. This also applies to library books.

**Does my child need a school bags or water bottle?**

We would strongly suggest that children do not need to bring school bags to school at this point. If bags have to be brought to school, they should be washable/wipeable. Pupils will be provided with pens, pencils, ruler, rubber, sharpener so do **no**t need to bring these to school. Water fountains are not in use. Water should be brought in a water bottle with your child’s name clearly on it. This must be taken home each day and cleaned thoroughly.

**Please ensure children have sufficient water to last throughout the day.**

**Will school lunches still be available?**

Yes, Tayside contracts will be providing a bagged lunch at present. Children will eat within their dedicated “class bubble” in the dining hall. Children will have staggered lunch breaks to reduce the number of children in the playground at any one time. Classes/year groups will be assigned to designated areas within the playground. To reduce footfall we would suggest, where possible, that all children stay in school for lunch; this will help children to re-connect with friends and school staff.

Please remember that lunches for those in P1-3 are provided free by the Scottish Government. A reminder that lunches will have to be paid via ParentPay. If you have lost your ParentPay login details, please contact the school office on [rattray@pkc.gov.uk](mailto:rattray@pkc.gov.uk) or 01250 871980.

**What about travelling to school and school transport?**

Those children who are entitled to free transport should have been sent information. Before boarding any form of transport, hand sanitising should be undertaken. Young people will require their own hand sanitiser to do this.

Scottish Government guidance for children travelling by taxi suggest face coverings should be worn by both adults and children and children should only sit in the back seats.

We would strongly recommend parents/carers consider walking or cycling to school with their child/children. Bike sheds are available for pupil use. If using your own car, **please note the car park will be for the use of school staff and Blue Badge holders only.** You are asked NOT to enter the school car park and to drop your children off away from the vicinity of the school to allow for safer pedestrian routes and our taxis to enter and leave safely.

**What about the Breakfast club?**

Perth and Kinross Council will operate an 8am-6pm childcare service during week commencing 10th August. This is bookable through the PKC website. Our breakfast club will reopen on the week commencing 17th August, and will operate as normal. Please note there may be a reduced number of places available therefore it is highly recommended that places are booked in advance for the required days. Places can be booked by either emailing [rattray@pkc.gov.uk](mailto:rattray@pkc.gov.uk) or by telephoning 01250 871980.

**When are PE lessons?**

We recognise that PE plays an important contribution to the health and wellbeing of young people. Current advice is that all physical activity should be undertaken outdoors. Changing rooms will not be used. During the week beginning 10th August, we will not be running PE lessons. This will allow our class teachers time to work out a programme of appropriate physical activity. More details will be shared with yourselves and the pupils as soon as possible.

**When about school excursions or after school clubs?**

All excursions out with the school grounds and after school clubs will be suspended until further notice.

**What if I need to speak to a staff member?**

In order to minimise the potential for an outbreak, we are following all national and local guidance surrounding this. We would therefore ask that parents and carers do not enter the school building without prior arrangement.

Telephone appointments to speak with class teachers or members of the Senior Management Team can be made by phoning the school office on 01250 871980 or by emailing [rattray@pkc.gov.uk](mailto:rattray@pkc.gov.uk). This is very difficult for us as you know we have always operated an open-door policy, however until further notice face to face appointments cannot be arranged, but staff members will happily call you back should you need to talk to them. We will send regular updates home via Teams, Newsletters, our School App and Parentpay. However, if you are worried about anything please do not hesitate to call or email the school.

If your child has an IEP, or Child’s Plan we will still hold meetings, but these will be via Teams or over the phone for the foreseeable future.

Further information for parents is also available on the Council’s website: [**www.pkc.gov.uk/coronavirus/schools**](http://www.pkc.gov.uk/coronavirus/schools)

as well as updated [**FAQs**](https://www.pkc.gov.uk/article/21730/Coronavirus-FAQs-reopening-of-schools) specifically on the reopening of schools.

**We have reading books from the last academic year. What should we do with them?**

We ask that all library and reading books are all brought in to school on Friday the 14th August in a plastic bag.

**What should my child bring to school?**

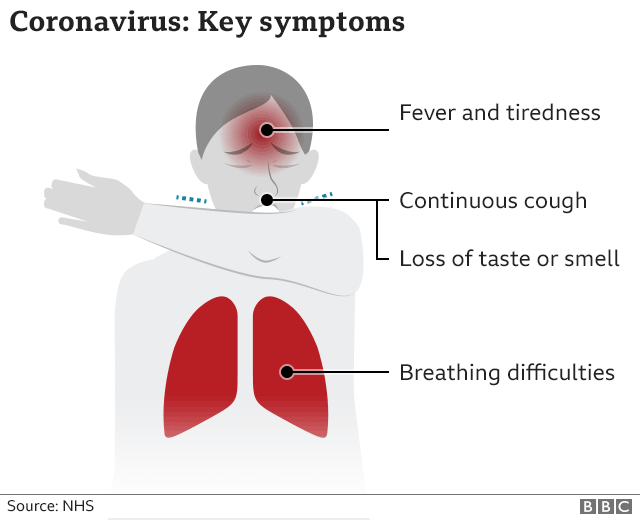
A jacket, a healthy snack and a packed lunch (if applicable). Please do not bring in any school bags, stationery materials, pencils cases etc. Class cloakrooms will not be in use and jackets should be placed on the back of your child’s chair.

**What is in place to keep my child safe?**

* Hygiene stations will be set up at all pupil entrances to school and in all classrooms. All pupils must sanitise or wash hands upon entry to and exit from school. Pupils must only use their designated entrance. **All pupils should be on time as doors cannot be kept open for latecomers.**
* There is no requirement for pupils to wear face coverings but if pupils choose to do so they will not be stopped.
* Pupils should not enter the school building before 8.55am and, after hand washing/sanitising should move to their class. Pupils should not congregate in the playground/social areas.
* Movement around school will be on a single file, keep left basis with designated waiting areas.
* Upon entry to and exit from EVERY classroom or room, all pupils MUST sanitise hands.
* Disinfectant wipes will be available in every classroom, older pupils **may** be asked to help wipe down their desks at points during the day.
* Pupils should keep socially distanced from all adults - in classrooms a teacher zone will be clearly marked. This is a visual prompt to remind our children that they should still maintain a 2m distance from staff whenever possible.
* Pupils will be encouraged to maintain distance where possible, particularly indoors, as an added precaution – it is recommended that they should not be crowding together, touching or hugging their peers.
* We will have no whole school assemblies until further notice. We may have socially distanced year group assemblies if appropriate.
* Additional cleaning is being carried out in school during the day.
* We would remind parents/carers that Scottish Government guidance recommends hand washing to prevent the spread of Coronavirus. This will be the preferred option at Rattray although we are aware some children will opt to use hand sanitiser.
* The layout of the classroom might be very different to what we normally would set up. Our priority is mitigating risk. The classroom for your child will look somewhat traditional, with children not facing each other.
* All classes will have windows open to allow for ventilation.
* Children will have their own dedicated resources. It is imperative that these stay in school, are cared for and are looked after. No pencil cases or other resources should be brought in from home under any circumstances.
* Children will wash their hands when they arrive at school, before break, after break, before lunch, after lunch and before going home.
* Children will learn and eat in their own “class bubble”. We kindly ask that children wash their hands prior to leaving for school. This should be for 20 seconds.
* Staff will maintain social distancing with colleagues.

**What do I do if my child shows COVID symptoms?**

Please DO Not send your child to school if they are displaying any of the following symptoms:



* a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
* a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours
* a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

We will be discussing with all pupils what they should do if they develop symptoms whilst in school. Key points to note and discuss with your children are:

* what the symptoms are
* to report to their teacher if during class time, or to First Aid, if they start to develop symptoms
* a triage system in place for First Aid. An initial assessment will be carried out by our first aider
* a separate isolation medical room has been set up to be used in the case of suspected symptoms
  + Parents/carers will be contacted and asked to make arrangements to pick the child up from school (preferably this should be another adult member of their household and not a grandparent) and follow the national guidance for households with possible COVID-19 infection including testing and self-isolation.
  + after leaving the school, minimise contact with others where possible, eg use a private vehicle to go home. If it is not possible to use private transport, then the advice is to return home quickly and directly, and if possible, wear a face covering in line with Scottish Government guidance. If using public transport, the advice is to try to keep away from other people and catch coughs and sneezes in a tissue/crook of arm.
* Should a member of staff or pupil be confirmed as having coronavirus, then Test and Protect procedures will be followed. Schools are considered complex settings and cases will be prioritised and escalated to specialist Health Protection Teams. More information about Test and Protect can be found [here](https://www.nhsinform.scot/campaigns/test-and-protect).

**What do I do if my child is deemed as being clinically extremely vulnerable (and were shielding)?**

Shielding in Scotland was paused from 1 August. Young people who were previously shielding should be able to return to school in August, unless given advice from a GP or healthcare provider not to. Should your child fall into this category please speak with your child’s healthcare team and contact school to discuss if you have concerns about them returning to school.

**What do I do if my child is anxious about returning to school or I am anxious about them returning to school?**

The past few months have been a time of considerable change and there will undoubtedly be moments of anxiety. If you have particular concerns about the return to school, please contact Mrs Douglas to discuss

**Will staff be wearing masks?**

Staff can choose to wear masks. Masks will be worn by staff for First Aid, the administration of medications and any potential intimate care situations.

**Additional Information**

For our new P1 pupils we know that they and their parents/carers may be feeling particularly anxious. Please be assured that on Wednesday, Thursday and Friday we will be doing everything possible to make their official start time at Rattray welcoming, reassuring and a bit of fun too. This is the case for all our pupils!

The logins for Teams/ParentPay for our new P1’s will be distributed as soon as possible.

**A reminder to all parents/carers – please ensure school has your most recent contact information. If you have changed your details during lockdown please let the school office know.**

**Health and Safety**

**Our Relationship and Positive Behaviour Policies are being reviewed to reflect a zero tolerance approach to those refusing to follow the measures put in place for staff and pupils’ safety.**

**Pupil belongings**

Please make sure that all pupil belongings are clearly labelled with name and class as we will be unable to keep lost or misplaced items. We strongly suggest parents encourage children to reduce the belongings they bring to school. Pupil toys are not allowed in school at this time unless previously arranged/agreed with a member of the SMT.

**Our Curriculum**

For term 1 we will focus on Literacy, Numeracy and Health & Wellbeing. We will support children to settle back to school routines and the new routines. It will be important for children to reconnect with each other and their teachers.