



St Anne (Stanley) CE Primary & Nursery School  
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14<sup>th</sup> July 2020

Dear Parents/Carers,

Thank you so much for your patience and support during what has been a very challenging time for all our families and staff. We pray that our whole school community and their loved ones continue to stay safe and well.

Throughout this period of uncertainty, we have received so many lovely messages of support and kindness and each and every one of them has been extremely appreciated. These thoughtful messages have kept us going but made us miss all our wonderful children and families even more than we were doing already. We really can't wait to be together again as a St Anne's family. We truly do believe that **"Many Hearts Make a School"**.

We have carefully planned our full school opening in September, following all recent government guidelines. We kindly ask for your patience and understanding with the protective measures we have put in place. These measures are outlined in my recent letter and again I must remind everyone that they are vital in keeping our pupils, staff, parents/carers and the wider community safe and well. These changes are significant and will of course impact on routines and the day to day running of our school. If we continue to work together we can do this successfully and will keep everyone safe and well – which is paramount for everything we do.

### **Arrival and Collection Times**

Following the latest government guidelines, staggered start/finish times and entry points for each class bubble have been carefully planned. This has been arranged so that that pupils and parents for each class arrive and depart from school five minutes apart, therefore reducing contact between the different classes and their parents. The timings of our school day may have altered but there are no reductions in teaching time for any of our year groups.

I understand that these staggered times may be problematic for those of you who work and for those who have a number of children in different classes across the school but we really do have to follow the guidance and reduce the number of children, parents and staff from mixing as much as we possibly can. For the same reason, only one parent from a family will be allowed into the playground when dropping and collecting their child from school. We politely ask that parents do not congregate in the yard or at the school gates **at any** time. Unfortunately, parents will continue to be unable to enter the school at any time and we ask that you contact the school office or the Class Teacher via telephone or e-mail if you have any queries.

Any children arriving at school later than their allocated time will have to wait until **all** the other classes have entered the building before being allowed into school.

For those families with siblings in different classes, we ask that you bring all your children to school for the **earliest** start time. Please wait until the earliest class bubble has entered the building and then staff will make arrangements for your other children to safely go to their class. We also suggest that families in this situation collect all their children at the **latest** finish time.

The start and finish times are as follows:

Year Group & Class	Entry & Exit Point for Pupil/Parent	School Entrance	Start Time	Finish Time
Morning Nursery	Front Gate	Nursery Entrance	8:40 am	11:40 am
Afternoon Nursery	Front Gate	Nursery Entrance	12:00 am	3:00 pm
Reception RM	Front Gate	Reception Classroom	8:45 am	2:55 pm
Reception RJ	Front Gate	Reception Classroom	8:50 am	3:05 pm
Year One Y1S	Back Gate	Side Yard Entrance	8:45 am	3:00 pm
Year One Y1B	Back Gate	Side Yard Entrance	8:50 am	3:05 pm
Year Two Y2SB	Back Gate	Infant Entrance	8:55 am	3:10 pm
Year Two Y2KB	Back Gate	Infant Entrance	9:00 am	3:15 pm
Year Three Y3L	Front Gate	Junior Entrance	8:55 am	3:10 pm
Year Three Y3SW	Front Gate	Junior Entrance	9:00 am	3:15 pm
Year Four Y4H	Front Gate	Junior Entrance	9:05 am	3:20 pm
Year Four Y4K	Front Gate	Junior Entrance	9:10 am	3:25 pm
Year Five Y5H	Back Gate	Infant Entrance	9:05 am	3:20 pm
Year Five Y5P	Back Gate	Infant Entrance	9:10 am	3:25 pm
Year Six Y6C	Back Gate	Infant Entrance	9:15 am	3:30 pm
Year Six Y6N	Front Gate	Junior Entrance	9:15 am	3:30 pm

Since lockdown in March, each and every one of us will have had very different experiences and we ask that moving forward everyone in our school community is respectful of each other and their individual feelings. When you are dropping or collecting your child from school, we ask that you continue to respect other members of our school community and comply with the current 2m social distancing guidance.

### **School Minibus**

Please be aware that due to current guidelines, we are **unable** to use the school minibus to transport pupils due to staggered start times and the need to minimise mixing of pupils from different class bubbles.

### **Breakfast Buddies & Afterschool Club**

St Anne's Breakfast Club will be available from **Monday 7<sup>th</sup> September**. In the first instance, this provision will only be for working parents needing childcare to enable them to return to work and for some pupils that have previously accessed Breakfast Buddies prior to school closures in March. Breakfast Club will be available in year group bubbles from 8:00 am / 8:05 am at a cost of **£2.50** per day.

The number of pupils able to access our Afterschool Club provision will be very limited at first. This is due to the small number of afterschool staff available and the requirement to minimise pupils mixing between their class or year group bubbles. We kindly ask that initially, **only** working parents with **no other** childcare options register for this provision in September. We will regularly review afterschool arrangements and intend to offer all our usual extra-curricular clubs as soon as it is safe to do so.

Afterschool Club will become available for eligible families from the end of the school day until 6.00 pm. For children attending between 3:00 pm and 4:30 pm the cost for the session is **£6.00** per child. For those parents who need to access childcare beyond 4:30 pm up to 6:00 pm the cost is **£10.00** per child. This is not £10 per extra session but £10.00 in total from school finishing time until 6:00 pm.

From September, both our Breakfast Club and Afterschool Club will need to be both booked and paid for in advance through our new PlusPay account. More details will follow once this system is up and running. Please be aware that we are unable to provide breakfast club if you currently have any outstanding fees for the academic year 2019 - 2020.

Prior to the new academic year, we will send an electronic registration form for both breakfast and afterschool provision for any eligible parents to complete. This form should be completed and returned via e-mail to: [d.casey@st-annesstanley.liverpool.sch.uk](mailto:d.casey@st-annesstanley.liverpool.sch.uk) no later than Thursday 3<sup>rd</sup> September so that we can have all arrangements in place prior to Monday 7<sup>th</sup> when both breakfast and after school club will be available.

Parents will be advised as soon as possible if their child has been allocated a place in Breakfast Buddies or Afterschool Club. Please do not attempt to access this provision unless you receive confirmation from school via e-mail or telephone. The school has ensured that children will be within their class or year group bubbles only.

### **Lunches**

To ensure our bubbles have limited contact with each other, all lunchtimes will be staggered and three of our year groups will be having lunch in their classrooms rather than the dining hall. Currently, these are our Reception, Year Five and Year Six classes. If these pupils require a school meal they will continue to be given the same choice as the rest of the school. A hot or cold meal chosen from the daily menu, will be delivered to the classroom at the allocated time.

## **Uniform and Equipment**

In September all pupils will be required to wear their full school uniform and a school tracksuit on their allocated PE day. The school tracksuits, EYFS jogging bottoms and PE t-shirts are now available to purchase from '*Lisa's Schoolwear*' situated on East Prescott Road. We regret that we are no longer able to provide our pupils with a tracksuit free of charge.

Children are required to bring a refillable water bottle that **must be** labelled with their name and class. Please ensure that pupils only bring a **small** bag to school if this is really necessary. Pupils are unable to bring pencil cases, equipment or any other personal belongings to school apart from their packed lunch boxes, sunhats and coats. All pupils will be provided with their own pencil case and stationary which **will not** be shared with any other pupils.

Children are unable to bring mobile phones to school under **any** circumstance. We advise that all children, including Year Six pupils, are brought to and collected from school by an adult until further notice.

## **Keeping Safe**

I imagine that some of you will be anxious about your child returning to school in September but hope that the protective measures and risk assessments we have put in place will reassure you that we are doing everything we can to keep the whole school community as safe as possible.

Some important things we will continue to do at the start of term are:

- Washing our hands regularly.
- Promoting the catch it, bin it, kill it respiratory hygiene measures.
- Stopping all non-essential visitors to school.
- Having separate playtimes and staggering lunchtimes to stop classes mixing together.
- Rearranging our classrooms so that pupils are not facing each other in KS1 and KS2.
- Giving each child their own individual equipment.
- Keeping the one way systems around school.
- Having staff working throughout the day to ensure our toilets and other shared areas are cleaned frequently throughout the day.
- Following strict guidelines around reporting symptoms of Covid-19.

I appreciate that this letter contains a lot of information but I wanted to share as much information as possible prior to school reopening to all our pupils in September.

I don't think anyone would have imagined that so many changes would happen and so suddenly – the impact of the COVID 19 has meant lots of changes to our daily lives. I know it has been a difficult time for so many people but there have also been lots of positives too, the support given amongst our school community has been overwhelming, the lovely messages and kind words have reflected the ethos that our whole school community thrives on. Thank you so very much for your constant patience, support and kindness towards our staff and the whole school during this time. We promise that on our return we will do everything possible to ensure not only the safety of our children but their wellbeing too. We really have missed our children and families so very much and look forward to seeing you all again in September.

I hope you all have a very enjoyable summer break – hopefully with lots of lovely sunshine. Stay safe and well everyone, we can't wait to see you again soon.

Warmest wishes

*Julie Simons*

Julie Simons  
Headteacher