

# St George & St Martin Catholic Academy

(Member of The Newman Catholic Collegiate)

Boulton Street, Birches Head,  
Stoke-on-Trent. ST1 2NQ.

Telephone No: 01782 234384

E-mail: [sgsmcp@sgsmnewman.co.uk](mailto:sgsmcp@sgsmnewman.co.uk)

[www.sgsmacademy.co.uk](http://www.sgsmacademy.co.uk)

Principal: Mrs. D. Farmer BA (Hons), MA, NPQH



'Growing, Learning and Loving; United in Play, Prayer and Peace'

10<sup>th</sup> July 2020

Dear Parents

As we are fast approaching the end of this academic year (and what a year it's been!), I wanted to write to further update you with plans for September following the government's announcement that all children will return to school in September. The staff have been working very hard to ensure the school is ready to reopen safely following the government guidelines. All classrooms from Year 2 – 6 will have the children all facing the front with children side-by-side. Nursery, Reception and at the moment Year 1, will operate as they normally do, encouraging the children to socially distance but recognising that this is not always possible. Please do read these guidelines by following this link:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

We have produced our own guidance, which you can find on the website. This is a working document and will be updated as required. I will of course keep you updated.

We will update the school Facebook page with photos of the classrooms in due course.

Attendance at school from Wednesday 2<sup>nd</sup> September is very important. If you have any questions about your child's return, please do not hesitate to contact me. We will continue with our attendance rewards as usual, however children will not be penalised for any Covid19 related absence.

We will be continuing with staggered start and finish times to reduce the number of people on the school playground at one time. These staggered starts and finishes are in the table below. It is very important that these start and finish times are strictly adhered to. Any children who miss their start time will be classed as late. Children must also be collected on time, as if they are required to be taken to after-school club, parents will be charged £7. Only 1 parent will be allowed to bring their child to school and collect.

Year group	Start time	Finish time	Drop off/collection
Nursery	8:45am	3pm	Nursery gate
Reception	8:50am	3:05pm	Key Stage 1 door
Year 1	8:55am	3:10pm	Key Stage 1 door
Year 2	9am	3:15pm	Key Stage 1 door
Year 3	8:45am	3pm	Key Stage 2 door
Year 4	8:50am	3:05pm	Key Stage 2 door
Year 5	8:55am	3:10pm	Key Stage 2 door
Year 6	9am	3:15pm	Key Stage 2 door

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When you arrive at school, the double gates on the car park will be open with cones across the car park. You will then need to take your child to the correct drop off point (see table). Please only arrive at school at your child's drop-off and collection time, do not arrive early and be waiting on the playground. If you have to wait on the playground to drop-off or pick-up siblings, please wait on the playground. Always remain 2 metres away from other families and ensure your child does not run around the playground, they need to remain with you at all times. Once you have dropped off your child, you will need to leave through the double gates, ensuring you remain 2m away from others.

When the children arrive at school they will wash their hands before entering their classroom. The children will wash their hands throughout the day. The children will need to bring to school a named water bottle, which can be filled during the day, a healthy snack, and a packed lunch (unless they are having a school lunch. School lunches will operate a 1 choice menu to begin with and lunches will be served in disposable containers). Children will be allowed to bring bags, coats, hats, PE kits. There is no need for stationary items as school will provide all children with their own named stationary and pencil case, which will remain in school. The children will be based in the same classroom for the day, eating lunch at their named place. Children must not bring masks into school, as masks if not used correctly can spread the virus more.

You **MUST NOT** send your child to school if you or anyone in your household is displaying symptoms of coronavirus. If this is the case, please inform school immediately. You **MUST** keep your child at home and arrange for them, and everyone in your household to be tested.

We will be trying to keep school as normal as possible and the children will continue with all curriculum areas.

Breakfast club and after-school care club will operate as normal. However, children will need to be booked in by the Friday of the week before you need care. There will be no flexibility. There will be 25 places available and these will be given on a first-come, first-served basis. You will not be able to just turn up for breakfast club and you will not be able to ring up on the day to book in for after school club. We will have to end after-school club at 5:30pm to ensure all resources, tables and chairs are cleaned. Children in breakfast club and after-school club will be in their class groups, sat at a table. They will not be able to roam around and cannot mix with other classes. All classes will be 2m away from each other. If you require breakfast club or after-school club in the first week, please e-mail the school before midday on Tuesday 1<sup>st</sup> September using [sgsmcp@sgsmnewman.co.uk](mailto:sgsmcp@sgsmnewman.co.uk)

We will have clubs up and running in the Autumn Term, but they will be take place in the individual classes and classes will be unable to mix. This means that we will not be able to have any sports clubs or Spanish club operating.

Parents will not be allowed into school, with the exception of the reception area. We are requesting that anything that can be done via telephone or e-mail is done that way. If you absolutely need to speak to

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someone in the school office in person, the hatch will remain closed and only 1 parent will be allowed to enter at one time.

Please find attached to this letter a Home-School agreement that we are expecting all parents to sign and follow. This must be read, signed and returned to school on September 2nd. Spare copies will be available in the school office if you are unable to print and sign.

Please ensure you pass on all of this information to anyone who may be dropping off or collecting your child. It is very important that EVERYONE follows this guidance and supports the school.

These have been and continue to be very strange times and I want to thank our wonderful school community for everything they have done during these times.

This is far from a normal end to the school year, but we'd love for you to share in our final assembly of the year, where we may have a little dance of 'Reach for the Stars' and a little song called 'Never Forget'. The link will be emailed to you as usual and will take place at 11:10am on Friday 17<sup>th</sup> July.

I want to say goodbye for now to Mrs Brownsword, who leaves us to have her first baby. We wish her lots of luck and I will of course keep you updated with news as we have it. We look forward to welcoming Miss Stephenson back.

We also say goodbye to Miss Lees, who is flying the nest to start her teacher training. She will return to us in February to complete her training. We wish her lots of luck.

I also want to say goodbye to our Year 6s. Every year it's hard saying goodbye to the Year 6s, and this year is even harder. Some of the Year 6s we last saw in March! We have definitely had good days and bad days with our Year 6s! We will remember each and every one of them and as always we'd love to hear how well they're doing as they move on.

Please do not hesitate to contact me if you have any questions or concerns.

Yours faithfully,

*Mrs D Farmer*

Principal