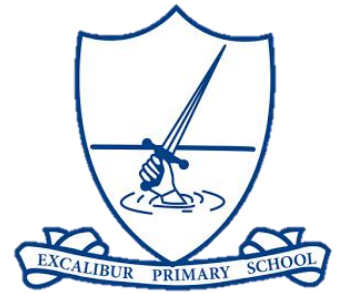




EXCALIBUR PRIMARY SCHOOL  
Ivy Lane, Alsager, Stoke on Trent, ST7 2RQ  
Head Teacher: Juliet Jones  
Tel: 01270 845781  
E-mail: admin@excalibur.cheshire.sch.uk



2<sup>nd</sup> March 2021

Dear Parents and Carers,

As you will be aware, from Monday 8<sup>th</sup> March 2021, we will be welcoming all of our pupils back into school. We are very much looking forward to seeing all of the children once again. We understand that you may have anxieties and concerns around your child's return to school and would like to reassure you that the safety of our whole school community is our priority.

I am writing to share with you the systems of control that will be implemented and to explain the procedures and structures that will be in place to ensure the safety of all staff, pupils and parents at our school. We will continue to review the arrangements we have implemented at this stage and update you with any changes as and when we make them.

### Maintaining a safe school environment

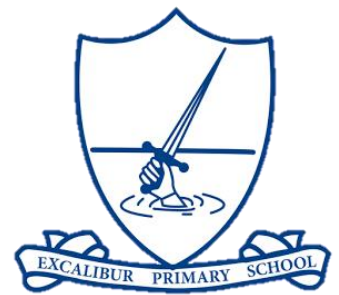
As previously advised, the following actions for infection control will remain in place:

- ❖ Maintaining class bubbles
- ❖ No assemblies or whole school gatherings
- ❖ Social distancing
- ❖ Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After breaks and sporting activities
  - Before food preparation
  - Before eating any food, including snacks
  - Before leaving school
- ❖ Increased hand washing facilities available.
- ❖ Ensuring pupils and staff understand that they must cover their mouth and nose with a tissue before they cough or sneeze, then throw the tissue away in a lidded bin and wash hands.
- ❖ Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual.





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- ❖ Individual use of equipment unless shared equipment is necessary (in which case equipment will be cleaned directly after use or at the end of the school day.)

**Arrangements for the start and end of the school day**

There will continue to be a one way system in place for dropping off and collecting your children. Please access the playground using the normal pedestrian route, following the arrows and maintaining 2m distance from others.

**Groups will enter through the following doors:**

- Reception : Blue side gate.
- Year 1 : Year 1 classroom door
- Year 2 : Year 2 classroom door
- Year 3: KS2 toilet door
- Year 4 : KS2 fire exit door
- Year 5 : KS2 fire exit door
- Year 6 : Year 6 classroom door

Once you have dropped your child off, you should make your way around the back of the school, following the one way system and exit the school grounds using the school drive. Your children should be collected in a similar manner. In order to maintain social distancing measures, we encourage parents to avoid congregating at the school entrance points.

To help us to minimise the number of adults on the school premises, please do not arrive on school grounds before your child’s arrival time or collection time. In addition, we would ask that you limit the number of adults to one per family. The times for dropping off and picking up pupils will be staggered for each year group as follows:

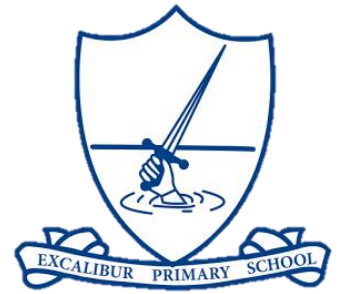
Arrival Times				Collection Times		
8.45	8.55	9.00		3.00	3.10	3.20
Y1	Y2	Y5		Y1	Y2	Y3
Y6	Y4	Y3		Y6	Y4	Y5
		R				R

As before, for those families that have siblings in different year groups will be able to drop children off at the earlier time and collect them at the later time.





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### Arrangements for breaktimes and lunchtimes

- ❖ Break times and lunchtimes will continue to be staggered.
- ❖ Outdoor areas will be zoned according to each class.
- ❖ At the moment, we will still be unable to provide a mid-morning snack from the kitchen. However, children are welcome to bring a healthy snack in for break time.
- ❖ We would ask that packed lunches continue to be brought in disposable paper bags where possible.

### **School uniform**

PE days will be Tuesday and Thursday for all children in Years 1 to 6. As was the case before Christmas, children should attend school in their school uniforms unless it is a PE day. On these days, children will be able to come into school in their **school** PE kits.

- Please note that Reception children should leave their PE kits in school and will be advised of their PE days.

### And finally...

If you have any concerns or queries that remain unanswered, please do not hesitate in contacting me.

We look forward to seeing you all on 8<sup>th</sup> March.

Yours sincerely,

Juliet Jones  
Head Teacher  
Excalibur Primary School

