



Friday 17<sup>th</sup> July

Dear St Cuthbert parents,

I hope that this letter finds you and your families well at this time.

As we head to a close of summer term and the 2019-20 academic year, I would like to let you know of some routines that will be important for September.

Government has asked schools to make certain arrangements in line with government response to the COVID-19 pandemic.

We will be updating our Risk Assessment for autumn term accordingly. Our local authority will provide guidelines on Risk Assessments in the near future.

**School attendance will be mandatory from September 2020.**

Schools have been asked to keep each class in a class bubble for the duration of the school day. Class bubbles will not mix with other class bubbles.

Schools will therefore not be able to have whole school worship or whole school events in September until further notice.

We have had to, like all other schools, create a new timetable to enable the new routines to run according to directive.

Here is our plan:

- Start and end of school day will need to be staggered for classes.

Year groups	Starting Time	Pick-up Time	Location
Y6 and Y5	8:40am	3:30pm	Pedestrian gate / Main school gate
Y1 and Y2	8:45am	3:10pm	Pedestrian gate / Main school gate
Y3 and Y4	8:50am	3:20pm	Pedestrian gate / Main school gate
YN and YR	8:55am	3:00pm	Pedestrian gate / Main school gate

In each time slot, classes will enter our school building at different doors.

Parents will say goodbye to their children at the gate, as we are doing now, until, further notice.

St Cuthbert with St Matthias Church of England Voluntary Aided Primary School

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Headteacher Miss Gillian Putterill

- Breakfast Club, After school Clubs and Play centre are able to resume. An After School Club timetable will be sent out in first week of new autumn term. We will comply with government expectations around class groups for After School clubs and Play Centre as well.
- Play times will not be in mixed year groups. Dinner times will also need to be in class bubbles. We have therefore adapted the school day timetable to accommodate this.

KS2	10 minutes morning refresher break and <b>half an hour</b> lunch break. 15 minutes of this will be eating time	PE <b>four</b> times each week, one hour on each of four days.
KS1	10 minutes morning refresher break and <b>one hour</b> lunch break. 15 minutes of this will be eating time	PE <b>three</b> times each week, one hour on each of three days.
EYFS	10 minutes morning refresher break and <b>one hour</b> lunch break. 15 minutes of this will be eating time.	They will have PE <b>twice</b> a week, but will additionally have outdoor play and exercise during their school day as part of EYFS curriculum

- On Fridays we will have Enrichment afternoons within our class bubbles, until further notice.
- Parents will be able to arrange meetings with class teachers in school or via telephone or Zoom, should the need arise.
- Once we have details of the RBKC Risk Assessment procedures, we will be able to let parents and carers know about class meetings and trips off site.

During the summer, there will be likely to be updates as we do not know if there will be spikes or second waves of this virus. I would ask that you please keep a check on the LATEST NEWS page of our website, the PARENTS page for items relating specifically to parents and carers or the INFORMATION LETTER page should there be a number of letters to post.

At any time, in line with gov.uk guidance, we may have to make alterations to our initial plans. We thank you for bearing with us on this.

Finally, you will be receiving your child's report documents at the end of term. We are happy to offer any parent a meeting to discuss their child's report once schools resume in September.

We look forward to seeing you back with us on Monday 7<sup>th</sup> September for Years 1-6, and days following that for nursery and reception children.

With best wishes for a happy and safe holiday,

Miss Putterill