

# St George's Church of England Primary School

## September 2021 School Opening



Bringing **faith** and **education** together

Written: August 2021

Updated:

## Preface

Our school will be welcoming the children back through our gates from Thursday 2<sup>nd</sup> September. This document reflects the practices we will have in place for our school from Thursday 2<sup>nd</sup> September 2021 for Year 1-6, as well as our new intake who start on Monday 6<sup>th</sup> September.

St. George's CEP School have been spending a lot of time reflecting on what we were able to achieve over the last academic year, your responses from the Headteacher survey and through discussion with other local schools as well as our school Governors and Kent Advisors.

In this document you can read about the measures we have in place and how we will be ensuring that our return will be focused on the children's physical, social and mental health as well as engaging with high quality teaching and a high quality curriculum.

We are aware that Covid-19 is still within our community so many measures put in place over the last academic year will remain such as hand sanitising stations, encouraging regular handwashing, visitor protocols.

However, in formulating this plan, the needs and safety of the children have been placed as the highest priority.

## **September 2021 School Protocols and Procedures**

From September the school day will be **8.40am to 3.15pm**. Please read below for further details.

### **Measures for arriving school (8.40am-8.55am)**

Children will be able to arrive to be dropped off at either gate in the mornings from **8.40am**. Gates will be closed at **8.55am** for class registration. A member of staff will be on each gate until they close. Children will use their external doors to enter their classrooms.

Anyone arriving after 8.55am and no staff member on the gate, will need to gain access to school via the main school pedestrian gates and bring their child to the office door to sign in as a late arrival with a reason.

PLEASE BE AWARE THAT CONTINUOUS LATE ARRIVAL WILL IMPACT ON SCHOOL ATTENDANCE.

Children in Year 5 and 6 only can arrive and leave school unaccompanied as long as the relevant permission request has been authorised by both the parent/carer AND the school.

### **Measures for leaving school (3.15pm)**

At the end of the day, collection is from outside the children's external classroom door. The two main gates will be opened at 3pm to allow access. Whilst parents are waiting, please maintain social distancing and respect those leaving the school grounds.

Reception Class parents we would ask to wait for collection at the gates to the reception area and lie up along the green fence towards pre-school. We would also encourage Year 5 and 6 parents to wait in the reflection area or on the KS2 playground; this is to ease congestion and support ease of access for everyone.

Please collect your child/ren on time so that the children can be released safely. If you have multiple siblings we suggest you collect the youngest first.

For safeguarding reasons you need to ensure you **call the school** if someone else is collecting your child. If we do not have this information you will need to be contacted to confirm the arrangements. Please **DO NOT** make arrangements via Class Dojo as the class teacher may not be the one teaching.

If you have a regular child care pick up arrangement, it is important that the school is informed.

All parents and carers need to have left the school grounds by 3.30pm so our site is safe for after school activities.

If you need to speak with a class teacher please make arrangements through the school office for a telephone call or contact them via Class Dojo.

### **Other considerations**

The school office is not to be accessed by parents unless through prior arrangement via a call or email. The office will not be open for parents to drop-in to. However, parents can obviously still call and receive support over the phone 01732 882401 or via email [admin@st-georges-wrotham.kent.sch.uk](mailto:admin@st-georges-wrotham.kent.sch.uk)

Class Dojo is a means of communicating information between class teachers and parents but please be aware that staff are not expected to message outside of working hours

## **Uniform**

Children are expected to wear school uniform, including school shoes, each day unless it is their class PE/Forest School day. Long hair should be tied back with NO large hair bows or jewellery.

We encourage a spare change of trainers to be kept in school for the daily mile and break times but it is NOT mandatory. They should be bought in a named carrier bag to be kept on their peg.

On PE days the children need to wear navy shorts, house t-shirt and trainers. They can wear tracksuit trousers and a plain, dark top (school jumper is fine) for when the weather gets colder.

We will also run forest schools and swimming across the year. Relevant details for those will be passed onto individual classes.

On swimming days the children will need to wear school uniform and bring swimming costume/trunks, swimming hat, swimming goggles and a towel in a suitable bag.

On forest schools days the children need to wear suitable outdoor clothing otherwise they will not be able to participate.

## **Resources**

In terms of classroom resources, for regularly used stationery, staff and children will all have their **own individual set, supplied by the school**, that is not to be shared. It is not necessary for children to bring in stationery from home but if they do it will only be allowed if it is kept in their tray and not shared. If it does not fit in their tray it will be sent home.

Children should not bring anything additional from home. It is necessary to limit the resources that can be brought into school. The list below is all that will be allowed to be brought in from September.

- **Small**, simple back pack or logo school bag
- **Named** water bottle
- Outdoor wear – coat/hat/gloves/outdoor shoes etc
- Reading books
- Lunch box if not hot dinner

## **Extended School Time**

We have a Breakfast Club and an After School Care Club that runs every day the school is open. Both need to be pre-booked and paid in advance. This means the school is open from 7.30am to 5pm.

In addition we will have external providers and some teacher led school activities beyond the school day. Drop off and collection for these will be via the main pedestrian gate on the KS2 Playground.

For Breakfast Club and any morning activities you will need to gain access via the buzzer to the front office. For after school activities the children will be brought onto the KS2 playground for collection.

After School Care Club will continue with their arrangements for collections – please contact Mandy Sheaf: 07929890757 [mandy.sheaf@outlook.com](mailto:mandy.sheaf@outlook.com) for further details