8th July 2020

Dear Parents/Carers,

**School Update for current FS2/Year 1/Year 2/Year 3/Year 4/Year 5 Children**

We hope that you are all still keeping safe and well. As you will be aware, the government have released guidance about the return of pupils to school in September 2020. We wanted to share some of the provisional plans that we have already put into place. It is important that all parents realise that these plans could change, particularly if we have another national lockdown or local lockdown during the summer holidays.

**End of Year Reports** – All children will receive an end of year report. These will be sent out to parents via email next week, along with information about what class your child will be in from September and who their class teacher will be. Please be aware that if you have more than one child in school you won’t receive their reports at the same moment. Each report has to be individually emailed to each parent – please be patient with us as this will not be a quick job. We will send a text to parents when all of the reports have been emailed for a whole class so that you know to check your emails. If you don’t receive your child’s report please contact the school office.

If any parents would like a printed copy of their child’s report, we will happily print a copy for you next term. We will contact you next term to ask if you would like a printed copy.

**Start of Term** – The government have announced that all pupils will return to school in September. We are planning that all children in Year 1 to Year 5 will return to school on **Thursday 3rd September, 8:45am to 3:10pm**. We do need to make parents aware that if circumstances change before the start of term, we may have to implement staggered start and end times to the school day.

**Lunchtimes** – Children will be able to have a school dinner or they can bring a packed lunch from home. There is no charge for school dinners for pupils in Year 1 and Year 2. We will send out additional information about school dinners, including the menus, as soon as they are available.

**Arriving at & leaving school** – Government guidance clearly states that parents should not be gathering at the school gates. Staff will continue to be outside at the start of the school day and they will take the children into the school building. Parents will not be able to come into the school building unless it is a prearranged appointment. We will send out additional information about arrangements for the start and end of the school day at the end of the summer holiday.

**Uniform** – Children will be expected to wear normal school uniform when they return to school in September.
Handwashing & Hygiene – Government guidance states that children will need to clean their hands regularly during the school day, including when they arrive at school, when they go back inside after being in the outdoor environment and before eating. Staff will remind the children about the handwashing routines and also encouraging children to ‘catch it, bin it, kill it’, using tissues when they sneeze.

Anyone displaying Coronavirus symptoms – Children and parents must not come into school if they have symptoms. Any children who display symptoms in school will need to be collected by an adult and then self-isolate.

Contacting School – School will remain open until next Friday, 17th July. Please remember that there is not always a member of staff in the office. If you ring and no one answers your call, please leave a message and we will get back to you. Alternatively, you are welcome to send an email to the school email address, sacredheart@federationcc.org.uk.

Please remember that the information that we have shared in this letter outlines our current provisional plans for the start of the autumn term, but that we may have to change our plans if new guidance is issued. We will contact parents via email during week beginning Monday 24th August to update you on our plans for reopening at the start of term.

Please make sure that you let us know if you change your mobile phone number or email address during the summer holiday so that we can still send you any updated information. Please note that the school office will not be staffed every day of the school holiday and you will need to send an email to get in touch with us.

Many thanks

Miss A. Beedham

Head of School