



## DELVES LANE PRIMARY SCHOOL

Delves Lane, Consett, Co Durham, DH8 7ES

Head Teacher: Mrs R A Woods

Tel: 01207 503984 Fax: 01207 588880 [delveslaneprimary@durhamlearning.net](mailto:delveslaneprimary@durhamlearning.net)

### LEARN, ACHIEVE, INSPIRE

Friday 28 August 2020

Dear Parent/Carer,

#### Returning to School

We hope that this letter finds you and your family well. I have delayed writing to you until now as things have changed so rapidly. This letter follows on from the one sent out to you on 17<sup>th</sup> July 2020. The latest government advice for parents can be found here:

<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 recognise this is not an easy time for anybody, children, families and staff. Our team have worked incredibly hard to make our school as safe as we can according to the many forms of guidance we have received from the Department of Education, Durham County Council, Public Health England, Unions and the World Health Organisation.

We want all our families to recognise that returning to school is now extremely important for our children's education and wellbeing. The longer our children spend away from DLPS, the greater the impact will be across all their areas of learning and development.

We appreciate that many parents and carers will still be anxious about coronavirus and we need to work together to reduce the risk of further infection. All families MUST continue to follow government guidance if you or a household family member display any symptoms of coronavirus (see below). Please access testing online or by calling 119 as soon as symptoms develop. If you are worried about your symptoms or if you are unsure of what to do, please call 111.

Please do not send your child to school if they are showing symptoms of Coronavirus. They will be sent home if they arrive at school with symptoms.

The main symptoms of coronavirus are:

1. a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
2. a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
3. a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

If anyone in the school becomes unwell with a new and persistent cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they WILL BE sent home and MUST follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-

19) infection'. This guidance sets out that they should self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19).

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

At every stage, we have made considered decisions to ensure that everyone is kept safe. These are outlined in our school Risk Assessment which can be found on our website.

## **DLPS Plan**

- In line with Government advice, we will be welcoming all our Key Stage One and Key Stage Two children back to school on Thursday 3<sup>rd</sup> September 2020.
- Our Nursery and Reception children will return to school on Monday 7<sup>th</sup> September. New starters to Nursery have been contacted separately regarding their start dates.
- We will be organising children into Year Group bubbles when in school.
- Children will enter and exit school in phases – Early Years, Key Stage One, Lower Key Stage Two and Upper Key Stage Two. More information is included in this letter.
- Children will enter the building via different entrances and exits depending on which area of the school they work in. Staff will guide children to their correct entrance doors as they enter the site.
- Playtimes and lunchtimes will be staggered for year groups. All children however, will have their lunch break between 12.10 and 1.00pm. Children in Years 2 to 6 will have lunches in classrooms and go out through year group designated year exits to access the school grounds at staggered times.
- In Years 1 to 6, children will have their own equipment, e.g. pencils, pens and rulers, etc. Any equipment that is shared will be thoroughly cleaned. In Early Years equipment will be thoroughly cleaned. More information about procedures in Early Years will be sent out next week.
- We will update you next week regarding PE kits. PE kits will not be required before Monday 7<sup>th</sup> September.
- Assemblies will not be taking place for the foreseeable future. Again we will write to you later next week regarding our plans to celebrate children's achievements.
- Classrooms will be organised in a more formal way for children in Key Stage One and Two. Separate information regarding Early Years will be sent out later next week.
- Children must wear full uniform from the beginning of term. Please ring the office on Tuesday 1<sup>st</sup> September if you have any queries about school uniform orders.
- School Uniform can be ordered online at <https://sandnworkwear.co.uk/school-wear/Delves%20Lane>
- We have been advised that Swimming will not resume until at least January 2021.
- After school childcare will re-open on Monday 21<sup>st</sup> September (more information to follow)
- Breakfast Club will reopen on Monday 28<sup>th</sup> September (more information to follow)
- Government guidance makes it clear that attendance is statutory for all children in September. At DLPS we want to work closely with families and alleviate any concerns families may have. We will support families to ensure children attend school. If your child is absent from school, please telephone the school office to give a reason for the absence. It is essential that we are kept informed about the reasons for pupil absence, particularly if it is related to Coronavirus symptoms.
- Children must bring a water bottle to school. This can be included in their packed lunch box if your child is bringing lunch to school. Water bottles and packed lunch boxes must be clearly

labelled. At the end of each day, when children arrive home, bottles and boxes must be thoroughly washed and wiped with antibacterial spray. Thank you.

- At this time, we are being advised that children and staff should NOT wear face masks or coverings in school. Government guidelines currently state that children under the age of 11 years are not required to wear face masks.
- If your child is in Year 5 or 6 then we will be asking you to complete an electronic form for consent to walk home alone. If parents of children in Year 3 or 4, wish their child to walk home then they will need to contact the main office regarding this matter.
- All payments to school should be cashless. The office is closed for face to face business unless you have made a prior appointment. More information can be found here regarding parentpay <https://www.parentpay.com/parents/> Please telephone the main office if you need support to login. If you need to pay by cash, please send the payment in a named envelope with your child.
- We are not being anti-social but we will only allow essential visitors onto site. There is an intercom system at the main office and the main school gates will be closed. If you need to come onto site, then you will need to book an appointment by telephone or email. Thank you.

### **What should children bring to school?**

- ✓ An appropriate coat for the weather
- ✓ A clearly labelled water bottle
- ✓ Sun cream should be applied before children come to school
- ✓ A packed lunch if your child is having one prepared at home. Alternatively, if your child is entitled to a free school meal, a packed lunch will be provided. You can also purchase a packed lunch for £2.10 per day
- ✓ Your child should return any reading books to school. We will update you next week regarding when reading books will be sent home
- ✓ All uniform MUST be clearly labelled with your child's name

### **Children MUST NOT bring:**

- Toys and games
- Lip balms or other toiletries
- Their own stationery (school will provide all of this)
- Large bags with non-essential items

### **Staggered Drop off and Collection Times for Pupils from 3<sup>rd</sup> September 2020**

From September, things will be very different as we following our COVID-19 Risk Assessment. ONLY ONE parent or carer should drop off and collect their child. We respectfully ask that you model social distancing when dropping off and collecting your child/children from the main school pedestrian gate. We will not be able to talk to you about any queries you may have. Please telephone the school office or email us if you wish to contact us. The timetable below is extremely ambitious and we must ensure that we all follow it rigorously for the protection of everyone.

A number of staff will act as marshalls around the grounds to welcome children in from 8.35am. Teachers will be in classes from 8.30am.

All staff will also help to escort children to the main gate at the end of each day.

- Senior leaders and teaching assistants will help to escort all children into school each day. One parent or carer will drop their child/children at the **main pedestrian gate** where a member of staff will greet your child and escort/direct them to the correct entry door.

- Teachers and Support Staff will escort children to main gate at the end of each day. After School Childcare staff and Senior Leaders will also support.
- Siblings will come at the same time as Nursery & Reception Children and be escorted to their respective classes. PLEASE NOTE IF YOU ARE A FAMILY WITH SIBLINGS IN YEARS 5 & 6, THEN YOU ARE ABLE TO DROP ALL YOUR CHILDREN OFF AT SCHOOL AT 8.35am.
- The school's main gates will close promptly at 8.15am as children will be arriving from 8.35am. This is for health and safety reasons. When breakfast club re-opens the gates will close earlier. More information will follow.

<b>Year Groups</b>	<b>School Start Time</b>	<b>End/Collection Time</b>
<b>Nursery AM</b>	8.45am	11.45am
<b>Nursery PM</b>	12.15pm	3.05pm
<b>Reception (Class 1 &amp; 2)</b>	8.45am	3.05pm
<b>Families with Siblings</b>	8.45am	3.05pm
<b>Year 1 &amp; 2 (Classes 3,4,5,6)</b>	8.55am	3.15pm
<b>Year 3 &amp; 4 (Classes 7,8,9,10)</b>	9.05am	3.25pm
<b>Year 5 &amp; 6 ((Classes 11,12,13 14)</b>	8.35am	2.55pm

### **School Milk**

Provisionally, milk supplies will start from Thursday 3<sup>rd</sup> September. Nursery & Reception pupils are entitled to free milk. Children in Year 1 to 6 can purchase milk. DLPS will survey parents from 1st September to find out who requires it. This will be delivered to classes.

### **School Lunches**

We will begin the term with packed lunches. This will be reviewed during September and we will write to you again. All children who are entitled to a free school meal will be provided with a packed lunch initially. We hope to be able to serve hot meals later in September. If you would like any information about the packed lunches provided or want to advise re your child's dietary needs, please contact us via email at [delveslaneprimary@durhamlearning.net](mailto:delveslaneprimary@durhamlearning.net)

You can also get in touch with Taylor Shaw (our catering supplier) directly, details below:

#### **Durham Office Taylor Shaw**

Victoria House  
St Johns Road  
Meadowfield  
Durham  
DH7 8XL

Tel: 0191 378 7860

Email: [info@taylorshaw.com](mailto:info@taylorshaw.com)

Please state your child's name, school and age when getting in touch with Taylor Shaw.

If parents would like to provide children with a packed lunch themselves, please can you advise school via email at [delveslaneprimary@durhamlearning.net](mailto:delveslaneprimary@durhamlearning.net) Again, please state your child's name and class. Thank you.

### **Parents and carers are keen to know what they can do to support their child's education and school.**

#### **The main things you can do are:**

- Ask your child how they are feeling about going back to school
- Give them as much information as possible
- Encourage them to talk about their worries

- Highlight anything to the school in good time
- Explain to your child what might be different at their school
- Explain and stress hygiene and safety arrangements
- Encourage your child (depending on their age) to take some responsibility for personal hygiene, such as hand washing and using sanitiser, and to be aware of their surroundings
- Reassure your child that these are to keep them, their teachers and their friends safe

I realise there is a lot of information to absorb and more updates will be coming out next week. Please take the time to read it along with the risk assessment. If you have any queries, it is best to email us or telephone the school office. The office will open on Tuesday 1<sup>st</sup> September. We hope that over the next week or so that both you and your child will feel a lot happier about all the changes we have made. We very much look forward to welcoming back our wonderful children. We have really missed them!

Enjoy the bank holiday, and let us keep our fingers crossed for some sunshine.

Thank you for all your continued support, our team really do appreciate it.

*B Woods*

Mrs B Woods  
**Head Teacher**