



**Rainhill St Ann's CE Primary School**  
View Road, Rainhill, Merseyside, L35 0LQ  
Tel 0151 426 5869, [www.rainhillstanns.co.uk](http://www.rainhillstanns.co.uk)  
Email: [stannsce@three-saints.org.uk](mailto:stannsce@three-saints.org.uk)  
Twitter: [@StAnnsRainhill](https://twitter.com/StAnnsRainhill)  
Headteacher: Mrs Laura Rynn



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Friday 12<sup>th</sup> June 2020

Dear Parents/ Carers

Today Directors of the Trust confirmed their plans for the phased re-opening of St Ann's to more pupils. As communicated to you in their letter dated Friday 22<sup>nd</sup> May, on **Monday 15<sup>th</sup> June**, St Ann's will open to **children of critical workers who have requested a place for their child and to children in Reception whose parents have requested a place**. Following that we will invite further year groups, subject to places being available, in the order the government have indicated.

I would like to take this opportunity to thank parents/ carers for their understanding and cooperation since we had to close to the majority of children from Friday 20<sup>th</sup> March. I know that this period has been challenging for many families. We recognise this is a long letter but want to give our families all the information possible to try to reassure you of our commitment to keep children and staff safe in our school.

The rest of this letter will now detail school specific changes for our further re-opening on Monday 15<sup>th</sup> June to **children of critical workers and Reception pupils only**.

#### The school will operate as follows:

- We will stagger start and finish times for different groups; this will mean the school day will start and finish at a different time for your child (not the start and finish times that your child is used to). This will reduce congestion at drop off and pick up times.
- Groups will be given a specific entrance point to use and parents/carers **will not be allowed into school grounds with their child**. Parents/Carers will be asked to drop their child off at their designated gate and not linger around the school gate(s), they will be expected to follow and respect social distancing guidelines. It is essential that parents/ carers strictly follow the one-way systems and stand on the white arrow markings that the Road Safety Team from St Helens Council have put in place. **Parents/children queueing at the front of school will notice we are using a different gate**. It is also requested that parents/carers do not arrive too early for school to avoid waiting in large groups. If a parent/carer needs to speak with a teacher this will need to be done via e-mail or phone call. If a child arrives late and misses their 'Home Group' going into school, they will need to go to the side gate no earlier than 9.10am (small gate next to disabled parking bay at front of school). A member of staff will be available to escort your child/children to their 'Home Group'. They will not be permitted to enter the school premises at any other gate, or at any other time due to the need to keep groups separated and staff availability. If you have more than one child and the end times of your children are staggered we ask that you do not wait on site. Children will only be dismissed at the time of their Home Group's designated finish time.
- The children will work in their self-contained groups - 'Home Groups' - with one-three adults (assuming the provision of staff is available). These groups of children will not mix at any time which reduces the number of children and staff that they will come into contact with during the school day. There will be no flexibility in the groupings and children cannot change groups at any time, this will ensure the safety of the children and adults.
- Children will have the same staff members and will not mix with other staff members. This means that not all children will have their usual class teacher or Support Assistant and maybe taught by other members of staff. They may also be taught in a different classroom than they are usually taught in.





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- Children will be spread around the school and each Home Group will have its own room and allocated times for breaks and lunchtimes.
- Children will eat lunch in the classroom that they are being taught in: this is to prevent children crossing in the corridor areas. They will be allowed to go to an allocated toilet one at a time.

HOME GROUP	HOME GROUP LEADERS	HOME GROUP ROOM	START TIME	FINISH TIME	ENTRANCE & EXIT THAT MUST BE USED
EYT	Miss Thomson Mrs Rimmer	6W	8.30am	2.55pm	Front gate
EYA	Miss Ashcroft Mrs Barrow	2H	8.30am	2.55pm	Back gate
1H	Miss Hull Miss Taylor	Y1	8.40am	3.05pm	Front gate
1GT	Mrs Tyrer/Mrs Greaves Mrs Terry	2B	8.40am	3.05pm	Back gate
2H	Mr Harrison Mrs Stephenson	5O	8.50am	3.15pm	Front gate
2B	Miss Buckley Mrs Twist	3G	8.50am	3.15pm	Back gate
3R	Mrs Robinson Mrs Allcock	4P	9.00am	3.25pm	Front gate
3E	Mr Evans Mrs Ince	6P	9.00am	3.25pm	Back gate
4F	Miss Foster Mrs Kavanagh	4F	9.10am	3.35pm	Front gate
5/6O	Miss O'Shea Mrs Crawford	EYFS	9.10am	3.35pm	Back gate
6P	Mr Phillips Mrs Hancock	Studio	9am	3.25pm	Side gate





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- We will seat the children as far away as we can from each other and remind children at all times that they have to socially distance from each other. This is, however, difficult with small children and there will be times that children naturally gravitate towards each other. The current guidance states, "Desks should be spaced as far apart as possible". We will try our best with the space within the classrooms that we have.
- **Again, we would like to emphasise that we cannot guarantee that young children will not gravitate towards each other as they naturally do, but we will constantly remind them to keep socially distant.**
- We will not be allowing visitors into school unless they are absolutely necessary and they will be kept away from the children. All other meetings can be conducted virtually.
- Surfaces within the classroom will be cleaned throughout the day.
- Fresh clean clothing needs to be worn each day as the virus can be transmitted via fabric. We are aware that many families will not have sufficient uniform for this and so we have agreed to relax our uniform rules so that children can attend wearing either summer or winter uniform, PE kit, own clothing or a mixture of both.
- Children will be encouraged to wash their hands throughout the day and will have access to hand sanitising gel.
- All unnecessary furniture has been removed from the classrooms, alongside soft furnishings and toys: this is because they are difficult to clean as stated in the Government guidance.
- Children will not be allowed to bring in their school bags or any items from home, with the exception of a coat and sun hat. As children are not allowed to bring in a water bottle from home, they will be provided with disposable cups of water.
- School will carry on delivering and providing emergency First Aid for the children as we do now, but it will be necessary for staff members to wear PPE while completing First Aid to protect the children and themselves. This also applies to any personal hygiene care if any child requires this.
- Any child showing symptoms of the virus should not attend school, and should remain at home, as should any siblings. Parents should immediately arrange for their child to be tested.
- If a child is unwell and is showing any symptoms of the virus whilst in school they will be immediately isolated away from the other children and taken to an allocated room, (this room has been cleared for this purpose) and a phone call home will be made asking you to immediately collect your child. The child will then wait in isolation for their parent to collect them; we would ask for you to collect your child promptly. An adult will stay with them and will wear PPE to reduce the risk of the virus spreading to the adult.
- All children who are attending an education or childcare setting have access to a test if they display any symptoms of coronavirus, and should get tested in this scenario. Where the child tests negative, they can return to school. Where the child tests positive, the rest of their Home Group will be sent home and advised to self-isolate for 14 days. Parents/Carers should inform school if a member of their household tests positive, or displays symptoms of Covid 19.
- We will try to encourage the children to use good respiratory hygiene by promoting the 'Catch it, Bin it, Kill it' approach.
- We will not be sending any reading books or homework home and children should NOT bring their school bag into school.
- Children must continue to follow school rules, but in addition must follow staff instructions in relation to social distancing and hygiene measures. If a child deliberately decides not to follow instructions of any staff member and puts others at risk, a separate risk assessment will be conducted on the child, which will determine if the school can support their needs on site.
- For children with SEND an individual risk assessment will be carried out for them before they return with their group.





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- We would request that parents and families adhere to all of the government's guidelines regarding social distancing, this will reduce the risk coming into school, this includes only one parents/ carer bringing their child to school each day.
- It is recommended where children can walk to and from school on their own, they should. Parents/ carers should make school aware if they would like their child to walk home from school. If your child had permission to walk home before the school closure this permission is still valid and children will continue to walk home from school. School must be notified of any new arrangements for children walking home. Parents/ carers can do this by emailing into the school office, stating their child's name, Home Learning Group and days that they would like their child to walk home.
- Children are only permitted to bring a mobile phone to school if they are walking to and from school unsupervised. They will keep their mobile phone on their person or on their desk, switched off, during the school day. School will not accept liability for loss or damage to the mobile phone. The same rules apply about not using mobile phones during the school day.
- We will continue to evaluate our risk assessment and it may be appropriate to shut parts of the school depending upon different circumstances - this may relate to the number of cases, staff absences, staff shortages and any other factors that may make it unsafe or unmanageable for all parts of the school to remain open. In some cases, it may be necessary to shut the school entirely.
- Attendance will no longer be flexible as it has been since the closure in March e.g. attend some days and not others, or arrive and leave at varying times each day. This is so that school can fulfil its safeguarding and attendance duties, comply with the government's protective measures about movement around and to and from the building, due to limited staffing capacity and because of the demand on schools to offer education rather than childcare moving forward.
- Before the children start, parents/ carers are expected to read and agree to the addendum to our Home School Agreement for parents. This will be sent to you in the form of a survey.
- Our children also have an addendum to their section of our Home School Agreement. This will be discussed with your child on their first day back in school and can be found on our school website.
- School has an addendum to our Relationships and Behaviour Policy which supports the wider opening of school. This should be read by parents/ carers and can be found on our school website.

### Differences to the curriculum and the school day

- Start times and finish times will vary from the normal school day.
- There will be no school assemblies.
- The day will be integrated with timetabled breaks for children to access outdoors play/learning.
- Our initial focus when children return is keeping safe, routines and hygiene, alongside their mental health and wellbeing.
- As children get used to their setting and new routines, they will start to access more structured learning with a strong focus on Mathematics and English.
- The children will work in one/ two books throughout the day or use worksheets. Whilst teachers will not be allowed to take books in for marking, they will give children verbal feedback about their work.
- Children will sit at their own desk and have their own resources.
- School dinners will start at different times through the school day to reduce the risk of unnecessary contact as far as practically possible. If you send your child in with a packed lunch, it must be entirely disposable. Children are not





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allowed to bring lunch boxes/ containers into school. If your child is entitled to Free School Meals/Universal Free School Meals, they will still receive this. School meals will be in the form of a cold packed lunch.

- Toast and fruit/veg will not be available at snack time. If you would like your child to have a snack during morning playtime this must be provided from home. It should be entirely disposable. Children must not bring snacks in containers. Snacks should continue to be healthy. If children are bringing a packed lunch from home, their snack should be placed in with their lunch.
- We will continue to provide the love and support to your children as always - we know that this will be a difficult time for them.
- Staff will continue to provide online learning guidance for all year groups. This will be much the same as the children in school will be accessing.

As documentation sent from the Government changes regularly, we will continue to update our practice and risk assessments and let you know of any changes.

I hope that this letter has given you the information you need to understand what arrangements we have made to enable children to return to us. We are looking forward to welcoming your child/ren back and I hope that you are assured that we have taken all possible steps to ensure safety for all in our setting. If you have any questions or suggestions, please let us know.

Kind regards

Mrs Laura Rynn  
 Headteacher

