



*St Francis of Assisi  
Church of England Primary School*

*"Live, love and learn together in the light of Christ."*

Monday 30<sup>th</sup> August, 2021

**Return to School - September 2021**

Dear Parents/Carers,

I hope that you have had an enjoyable summer. We are looking forward to welcoming the children to school on Monday 6<sup>th</sup> September. Please see below for details. I am also attaching a map of the school for drop off and pick ups which will show the best entrance and exits closer to your child's classroom.

**Dropping Off and Picking Up**

School doors for pupils in Reception to Year 6 will be open from 8.50 a.m. and locked by 9 a.m. each morning. Registers will be taken at 9 a.m. If doors are locked, you will need to escort your child to the main entrance and sign your child into school. Pupils arriving after 9 a.m. will miss the start of lessons. **Please do not knock on classroom doors if they are locked.** Late marks will be given to children who do not arrive by 9.05 a.m. School finishes at 3.20 p.m.

If someone unknown to the school is picking your child up, please ring the office (01642 769942) stating who they are and how your child knows them. For parents of children in Nursery or Reception, you will have provided us with a password for collection of a child if it's someone that we do not recognise. Please ensure this is used and it would be helpful if you could still let us know via telephone.

For pupils in Nursery, the doors open at 9 a.m. and pupils are to be picked up at 3.15 p.m. On a Wednesday morning, pupils are to be collected at 11.30 a.m. (beginning of the week) and dropped off at 12.45 p.m. (end of the week).

**It would be helpful if you could enter and leave by the gates that are closest to your child's classroom door unless you have more than one child and need to get to classrooms at different sides of the building. Please avoid going against the flow of foot traffic.**

**Face coverings no longer need to be worn. However, you may wish to wear them if you are in enclosed or crowded spaces around school where you may come into contact with people you don't normally meet.**

**Playtimes and Lunchtimes**

These will be staggered so that mixing across year groups is still reduced where possible. However, all pupils will eat lunch in the school hall but with mixing kept to a minimum. School meals are free for pupils in Reception, Year 1 and 2. For those pupils in KS2 and Nursery, they can be purchased for £2.15 per day via the MCAS app. The school menus have been emailed out and pupils can choose their options each week in class.

**Wake Up Shake Up and After School Clubs**

We will not be holding Wake Up Shake Up for the first half term so that having pupils across year groups in a smaller space is minimised. After school clubs will begin this term. Miss Pickering will be sending details regarding these.

W: [www.stfrancis.dalesmat.org](http://www.stfrancis.dalesmat.org) E: [admin@stfrancispri.dalesmat.org](mailto:admin@stfrancispri.dalesmat.org) T: 01642 769942

St Francis of Assisi C of E Primary School | Lowfields Avenue | Ingleby Barwick | Stockton-on-Tees | TS17 5GA

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### **Health and Hygiene**

Pupils will continue to wash their hands on a regular basis (on arrival to the school, after break times and before and after eating).

Pupils must not come to school if displaying any COVID symptoms. If anyone in the school becomes unwell with a new, continuous 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 advised to take a test. **Please ring the office each morning before 9.30 a.m. stating reasons for any absence from school.**

### **School Uniform**

Full school uniform will need to be worn (this can be summer uniform until October half term) each day except on P.E. days when P.E. kits can be worn all day. If pupils have an after school sports club, they can also wear kits all day so they do not need to get changed. Pupils need to wear school shoes, not trainers. A copy of our uniform policy is on the school website and has been emailed out. Details of P.E. days will be sent out at the beginning of term by class teachers. Please do not bring P.E. kits in on the first day. Please name all items of clothing, school bags and packed lunches. Pupils will also need a named water bottle.

School has a large number of free pre-loved items of school uniform. Please let us know if we can help in any way.

### **Classroom Organisation**

Resources will be cleaned regularly within classrooms. School bags need to be ones that are thoroughly cleanable/washable and only contain essential items such as a water bottle, homework book, diary/reading record and reading book. Pencil cases will not be permitted into school. Motif8 stocks our school bags and these can be purchased online. Bags that have fur, fluff, sequins, lots of zips etc. will not be suitable for school as they cannot be easily cleaned. Please do not bring in bags that do not hang easily on the coat pegs. Reading books will be sent home on a regular basis as will homework books.

### **Holidays During Term Time**

Holidays during term time will not be authorised by the school unless there are exceptional circumstances – a maximum of five days may be authorised. If you need to self-isolate on return, this will be classed as unauthorised absence. All notifications of absence forms must be completed. These can be collected from the school office or can be found on the school website.

If you need anything at all, please do not hesitate to contact me via telephone or email ([louise.probets@stfrancispri.dalesmat.org](mailto:louise.probets@stfrancispri.dalesmat.org)).

Thank you for your support at this time.

Louise Probets  
(Head Teacher)