



ST JOSEPH'S CATHOLIC PRIMARY SCHOOL

Lea Vale Road, Stourbridge, West Midlands, DY8 2DT
Telephone: 01384 818325
info@st-jo-st.dudley.sch.uk



Archdiocese of Birmingham

Principal: Mr A Carry

Wednesday 27th May 2020

Dear Parents/Carers,

Re: Individual School Action Plan Letter

In response to the letter which you received on Friday 22nd May, I am writing to inform you of the individual school plan for the proposed wider opening of St. Joseph's Catholic Primary School from Tuesday 2nd June 2020.

Which groups are allowed to return?

Key Worker children will be able to attend school from Monday to Friday during the school's usual operating hours: 8.45am drop-off and 3.15pm collection. Parents are asked to bring children to the School's main reception following the signage and floor markings highlighted around the school site. Children will also be collected from this point.

Unfortunately, there will be no before or after school provision available until further notice. If you do have any difficulty in arranging alternative wrap-around care please let the school know. Year 6 children will return from Monday to Thursday from 9am until 3pm, as part of a pilot for two weeks. For the week commencing Monday 1st June, the children will be in school from Tuesday to Thursday. The children are to be dropped off via the green gate to the Key Stage 2 Playground. For collection, the children will be lined up in their group on the Key Stage 2 Playground. If there are any changes to the drop-off and/or collection of your child please contact the school office. We also ask that mobile phones are not brought into school.

Members of staff will be allocated at these drop-off and collection points to support with the children entering and exiting the school.

How are the children organised?

The Key Worker children 'group' will continue to be taught in the school hall by a 'team' of staff. These children will be kept apart from the Year 6 groups in order to reduce any risk to other children or staff.

The Year 6 children will be organised into three teaching groups in line with the capacity of each classroom to ensure a 2 metre radius between tables. Within each group, children are required to keep apart where possible although the Guidance recognises that social distancing cannot be maintained at all times especially with younger children. Staff will be allocated to a group and will remain with these children. Children in Year 6 who return to school after Tuesday 2nd June will be allocated to one of these groups. Unfortunately, there will be no opportunity to request friendship groups nor change groups.

Furthermore, the children of Year 6 who are also classed as Key Worker children will be allocated to one group or the other dependent upon the support required by parents.

Part of Saint Nicholas Owen Catholic Multi Academy Company.

A Private Limited Company with charitable status. Registered in England and Wales Company No 09174154
Registered Office: Hagley Catholic High School, Brake Lane, Hagley, Worcestershire DY8 2XL
Telephone 01562 883193 Fax: 01562 881820





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What does my child need to bring into school?

All children will need to wear their uniform to school each day. As there will be no hot meals provided, children are asked to only bring to school a packed lunch, a water bottle and a pair of trainers. Individual stationery sets will be provided for each child and these items will remain in school. No individual pencil cases are to be brought into school.

How will the school day be organised?

Children will come to school at staggered start and finish times to reduce any 'pinch point' of parents and children coming to and from school site at any one time. Only one parent/carer is allowed on the school premises to drop-off and/or collect their child. Clear floor markings and signage is in place to direct parents/carers at these times ensuring that strict social distancing is followed. Parents are also asked not to loiter on the school premises before or after drop-off and collection to ensure that strict social distancing measures can be maintained and ensure the safety of all our school community.

The school day will include the opportunity for children to actively participate in daily Collective Worship within their own class 'bubble'. The children will also complete activities planned by their class teachers which will continue to be available to parents whose children are not in school. Where possible, there will be opportunities for outdoor learning and any physical activity will take into account of social distancing. No playground equipment will be allowed until further guidance from the professional physical education associations.

Each group will be allocated a separate break and lunchtime slot on a staggered basis to ensure the safety of other children and staff. The children will eat their lunch in their classrooms with their allocated staff member.

One of the control measures that the School will be implementing as part of the Government Guidance will be to ensure that the children clean their hands more than usual. Throughout the day the children will wash their hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.

There will also be periodic cleaning of the school site throughout the day which will be monitored by the SLT including after break and lunchtimes.

The focus for all children returning to the wider opening of the school will be a combination of education, care and transition. In particular, the initial fortnight will be focused around the children's social, emotional, mental health and well-being as well as re-establishing relationships with their peers and members of staff.

Contacting the school

Until further notice, the School's reception office will be closed to visitors and any meetings with parents and carers will be arranged in advance and be conducted by telephone. Please let us know

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if there might be difficulties contacting you at this time. However, if a child becomes unwell, they will be collected from the school office.

Next Steps

The opening to Year 6 from this date will be dependent upon the Government's announcement on Thursday 28th May and on our own School Health and Safety checks. If we are not satisfied with the final checks made on Monday 1st June and are not ready to open then the return date will be pushed back. A copy of the School's draft risk assessment is now available on the school website for your information.

The Directors will keep the policies, risk assessments and approaches under constant review to ensure that it is consistent with the latest Government guidance.

Understandably, there is a great deal of anxiety in our school community and how our children can safely return without putting themselves or others at risk. I do hope that the recent correspondence and actions undertaken by the School and Multi Academy Company has alleviated some concerns at this difficult time. I appreciate and thank you all for your continued support.

If you have any further queries or questions in the meantime, please contact the school via text or the school email info@st-jo-st.dudley.sch.uk

Yours sincerely,

Mr Carry
Acting Executive Head teacher