**Information for Parents - Return to school September 2021**

The preparations are well underway for a return to school after the summer break. The latest guidance from the Department of Education arrived with us on the 18 August and whilst we are using this guidance to plan for the school to reopen after the holidays, to begin the school year, we will continue with the approach that we ended with in June. I have covered the majority of this in the pages below. The school will reopen with staff on Wednesday 25 August. The school will be closed for the Bank Holiday on Monday 30 August.

**All classes will return to school on Wednesday 1 September**

All the new children in Year 1, Class A and Class B will have been issued with a specific start date. If you cannot find this, please contact the school.

**Arrival Times:**

|  |  |
| --- | --- |
| Year Group | Arrival |
| Year 2, 4 & 7 | 8.45 am |
| Year CA, CB, 3, 5 & 6 | 9.00 am |
| Year 1 | 9.15 am |

**Departure Times:**

|  |  |
| --- | --- |
| Year Group | Departure Times |
| Year 2,3 & CA (including CB every Monday & Wednesday) | 2.00 pm |
| Year CA, CB, 4, 5 & 7 | 3.00 pm |
| Year 1 | 12.00 noon until Friday 24 SeptemberMonday 27 September onwards 2.00 pm |

**Family groups:**

The eldest sibling identifies the **family arrival time** e.g. if the eldest child in the family is in Year 7 all the children in the family arrive at 8.45 am or if the eldest child in the family is in Year 6 all the children in the family will arrive at 9.00 am.

**Procedures for arrival and departure:**

* All arrivals and departures via the chapel car park and gate.
* **All children should be accompanied by one adult only.**
* **Upon entering the school grounds – all adults, if possible, must wear a face covering.**
* Please encourage the children to keep a social distance from others when they are arriving (1m)
* Do not congregate around the gate at arrival and departure times. Please wait in cars or well back to ensure social distancing.
* There will be no access into the school for parents from the main playground.
* A designated area will be in place for a parent/carer to drop children off and leave the playground.

**There will be three coloured routes that will lead to the entrance points:**

* Green route will lead the children from Year 1, 2 & CA into the Foundation Stage playground and entrance will be via the door leading into the school.
* **Year 1, 2 and CA arrivals – Parents can bring the children into the FS playground but must maintain social distancing at all times.**
* This is an exception to this for the first two weeks for our new and younger children starting Year 1 and returning Year 2 children as this may be a daunting time for them we can’t make this any more daunting.
* Red route will lead the children from Year 4 & 5 and CB into the school via the door to the right hand side of the playground.
* Blue route will lead the children from Year 3, 6 & 7 into the school via the door to the left hand side of the playground
* A member of staff will be at each entrance point to take temperatures, welcome the children and ensure hand sanitising upon entry.

**Exceptions:** (arrival and departure via the front door)

* Children arriving by bus and taxi.
* Anyone requiring disabled access.
* Children in Class A & Class B (arrival time 9.00 am and will be greeted by a member of staff from CA/CB)

**In school:**

* The children will go directly to their classroom – with no stopping in toilets, cloakrooms or other classrooms.
* The teacher and/or classroom assistant will be in the classroom to welcome the children.
* Handwashing will be timetabled in the classroom upon arrival.
* The children will go to the cloakroom to hang up coats – organised by the class teacher.

**Hand Hygiene:**

* Hand sanitiser will be provided at the chapel car park school gate for everyone entering the school grounds.
* The children will use hand sanitiser when entering the school.
* Hand sanitiser will also be available in every classroom.
* Hand washing will be timetabled throughout the school day in addition to hand sanitising.

**Teaching Structure 2020-21**

Year 1: Mrs McKay

Year 2: Mrs McShannock

Year 3: Mrs Hickey

Year 4: Mrs Kelly (4 days)/Mrs O’Mullan(1 day)

Year 5: Mrs McMullan (4 days)/Mrs O’Mullan(1 day)

Year 6: Ms McCormick

Year 7: Mrs Campbell

Class A: Mrs McIlroy

Class B: Mrs Diamond

**Bringing items to and from school:**

* **A school bag** will be allowed as long as it can be cleaned at home daily.
* **Year 1 and 2 children do not need a school bag as book bags will be provided.**
* **Packed lunch** should be brought in a **plastic lunch box** that can be **cleaned at home daily** or in a **disposable bag** (clearly marked with the child’s name) and will be put in the bin in school after use.
* Any **money** for dinners must be in a **small plastic bag or envelope** (clearly marked with the child’s name)
* A **water bottle** (clearly marked with your child’s name) **can be** brought in to school and must be sanitised daily.
* A **list of personal resources** that each child will need to bring to school on the first day and then remain in school is listed on a table in this document. These items will be for the child’s own use to avoid sharing of resources.
* A coat may be worn into school.
* **School uniform** will be worn as normal – regular washing of school uniform will be important.
* **Footwear –** children should wear comfortable shoes/trainers as there will be no changing of footwear throughout the day. Younger children should have footwear with velcro fastenings as normal.
* The children will **not need** their **own hand sanitiser.**

**Access to/Contacting school:**

Anyone requiring access to school or needing to contact the school must do so in the following ways:-

* Access to main office via front door only after 9.30 am (when all children are in class). This will be on a one in one out basis. Socially distanced waiting will be along the windows of the canteen. Hand sanitiser will be available at the door and a one-way system will be in operation.
* **Reminder: All children should be accompanied by one adult only.**
* Any urgent messages for the school or class teacher:

School phone No. 028 27662664

School email: info@stbrigidsps.ballymoney.ni.sch.uk

School website contact form: http://www.stbrigidspsballymoney.com/contact-us

**School Year 20/21 -** Resources required for personal use.

Please send resources in a clear plastic **A4 zip folder** (see image below) and label as much as possible with child’s name and a have another A4 folder that work etc can go home in from school. The children may have a pencil case for their pencils etc and can keep this in their tray in school.





**Child Friendly Scissors**

|  |  |
| --- | --- |
| **Year Group** | **Resources Required** |
| 1, 2 & CB | Colouring pencils (Pref. twistables no need to sharpen) CrayonsA pencil case for colouring pencils and crayonsGlue Stick (Pritt)EraserChild Friendly Scissors  |
| 3, 4, 5 and CB | HB pencilsColouring pencils (Pref. twistables no need to sharpen) CrayonsA pencil case for colouring pencils and crayonsGlue Stick (Pritt)EraserChild Friendly Scissors 30 cm rulerSharpenerHighlighters |
| Year 6 & 7 | Berol Handwriting pens – Blue/BlackBiro type pens – Blue/BlackHB pencilsColouring pencils Coloured Markers CrayonsA pencil case for colouring pencils and crayonsGlue Stick (Pritt)EraserChild Friendly Scissors 30 cm rulerSharpenerHighlightersPost itsProtractor |

**What to do if your child is unwell:**

* If your child is unwell with any COVID-19 symptoms they **must not** be sent to school.

**Symptoms of coronavirus in children**

The main symptoms of coronavirus are:

* a high temperature
* a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours
* a loss or change to sense of smell or taste – this means they cannot smell or taste anything, or things smell or taste different to normal

**What to do if your child has symptoms**

If your child has any of the main symptoms of coronavirus:

* Anyone displaying any of the key COVID-19 symptoms should stay at home and book a test through the [PHA website.](https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19/testing-covid-19)
* Get a test to check if they have coronavirus as soon as possible.
* Stay at home and do not have visitors until you get the test result – only leave your home to have a test.
* Follow the most up-to-date guidance and procedures as issued by the PHA.

**If your child is unwell with any other illness**

* If your child is unwell with any other illness, it is always best practice to keep the child at home.
* If your child becomes unwell in school, we will contact you to arrange for them to be picked up from school.
* A prompt pick up from school is necessary if your child is unwell.
* One adult should come to the school and enter via the main entrance.

**School Dinners will commence on Wednesday 1 September**

* All children entitled to a FSM will receive a meal from this date.
* The school dinner menu will be available on the school website.
* Week 1/Strawberry Week will start on 1 September

**Paying for school dinners**

* Please send dinner money in to school in a small envelope
* The envelope should be clearly marked with the information below

Dinner Money Payment

Name:                         Class:

Week Beginning:  \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Tick Days Required:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| M | T | W | Th | F |
|  |  |  |  |  |

Amount Enclosed

|  |
| --- |
| £ |

* Dinner money preferably should be sent in weekly at the beginning of the week, with the days indicated and the **correct amount enclosed.**
* Daily dinner money should still be sent in an envelope clearly marked as above.
* If more than one child, please indicate all names and classes on the envelope.
* Dinner money may be paid weekly or monthly by bank transfer, please contact the school for details on how to do this.
* **Dinner Cost**

£2.60 per day or £13.00 per week

**Packed lunches**

This should be in either a disposable bag or a lunch box that can be cleaned daily. The children can also bring a water bottle for class and a drink for lunch time. All items should be clearly labelled with your child’s name.

**Break Snacks and Milk**

* There will be no milk in Term 1
* Purchasing break time snacks is suspended until Halloween mid-term break initially.

**Breakfast Club 8.00-8.45 am, 2-3 Club and Sunshine Club (3.00 – 5.30 pm)**

**Will reopen on Wednesday 1 September**

All contracts must be signed as usual.

All places for the 3-5.30 pm Sunshine Club must be pre-booked in advance on a monthly basis as usual.

Breakfast Club and the 2-3 pm ‘One Stop Club’ can be pre-booked or used as a drop in facility as well.

Bookings will commence during week beginning 30 August 2021.

Booking forms will be available on the school website and can be sent in to school or emailed.

**Cost 2020/21**

Breakfast Club £2.00 per day

2-3 Club £2.00 per day

Sunshine Club £2.00 per hour/or part thereof

**Pledge of support from St Vincent de Paul Ballymoney Branch**

SVP offers a confidential support service. SVP is willing to provide some support to the school to aid those that may be struggling to buy school uniforms this year.

If you are struggling either with uniforms or financially in general and could do with some help, **contact SVP on their helpline** (07860455549) and they will do what they can to help.

Contact for support with uniforms can also be made through the school.

**Holiday List 2020/21**

The holiday list for the year ahead will also be uploaded to the school website. There is one additional staff development day yet to be allocated. This date will be communicated as soon as possible.

**First Term: Wednesday 1 September 2021 – Wednesday 22nd December 2021 [inclusive]**

Halloween - Monday 25th October – Friday 29th October **[inclusive]**

Christmas - Thursday 23rd December – Wednesday 5th January **[inclusive]**

**Second Term: Thursday 6th January – Thursday 14th April 2022 [inclusive]**

Mid-Term Break - Monday 14th – Friday 18th February **[inclusive]**

St Patrick’s Day Holiday - Thursday 17th March – Friday 18th March **[inclusive]**

Easter Break - Friday 15th April – Friday 22nd April **[inclusive]**

**Third Term: Monday 25th April – Thursday 30th June 2022 [inclusive]**

May Bank Holiday - Monday 2nd May

June Holiday - Thursday 2nd June – Monday 6th June **[inclusive]**

**1 Staff Development Day date to be confirmed.**

I know there is a lot of information to take on board again, however, most of the information shared is much the same as how things were operating at the end of June.

As things are still subject to change by the Department of Education and the NI Executive, I will communicate any new information to you as soon as possible. Thank you again for your ongoing patience and understanding.

Regards

Mr O’Neill