



MANOR COURT Community Primary School

incorporating Manor Court Early Years Centre

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage Deputy Head Teacher Mr A Clode

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Wednesday 24th February 2021

Dear parents and carers,

Opening arrangements for Manor Court Primary School on Monday 8th March 2021

We are delighted that the Government announced on Monday evening that all children can return to school from Monday 8th March. This will bring a sense of normality to children, parents and staff alike.

We will once more outline the reasons behind this decision, Government expectations on parents and our school from this date and how we will facilitate this opening for parents. We will make a video explanation early next week and post this onto the school website and share through our social media accounts.

Government rationale behind opening schools

The decision has been driven by a decrease in the number of Covid-19 cases, together with the 'test and trace' system now being up and running. Public Health England has also made it clear that the risk to children continues to be low.

The Government, schools and parents all know that all children benefit hugely from being at school and that a prolonged absence from education may have a lifelong impact and we welcome the decision to open schools fully. It is our intention to open Manor Court with as much normality as possible for all children. However, in line with Government guidance we are implementing measures to minimise risk to the best of our ability and we would like to inform you how this will look in our school.

Each member of the staff team test twice weekly using a lateral flow device and this will ensure that we are able to close any bubbles immediately if a positive case is found in the staff. We hope that this need to close will not be required. Primary aged children are not currently required by the Government to be tested for Coronavirus.

Attendance

Manor Court Primary School will open to all children on Monday 8th March and attendance is compulsory for all children, unless your child:

- Is self-isolating.
- Has symptoms of Covid-19 or a positive test result. Children must not attend school for at least 10 days from the day after symptoms started or the date of their positive test result on a lateral flow device (LFD) or Polymerase Chain Reaction (PCR) test.
- Is in close contact with someone with coronavirus.

Please inform the school office and your child's class teacher through the year group email address if your child has come into contact with any individual that has symptoms and have been asked to self-isolate.

Sickness

- Please follow the normal sickness procedures to inform us of routine sickness.
- If a child or anyone in your household is showing symptoms that are symptomatic of Covid-19 your child must be kept at home and you should inform the school immediately through the school email address and year group email addresses.
- In the event of them showing symptoms at school we shall ask you to collect your child immediately.
- If your child has a negative test result they should return to school.
- We shall continue to follow the NHS Track and Trace guidelines to help reduce the spread of the coronavirus.



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Children wellbeing and support

- We recognise that some children will have experienced a variety of emotions in response to the coronavirus outbreak and will support children with their emotional wellbeing and mental health.

Breakfast and after school childcare

- Updated Government guidance has stated that we are now able to offer paid for Breakfast and after school childcare from Monday 8th March and we are pleased to be able to do so. A further letter will be sent home to all parents about this via ParentPay later this week.
- It is our intention to offer our varied after school enrichment clubs from the first week in the Summer Term.

Grouping of children

- Children will be taught in their normal class groups and may be in contact with the rest of their year group on occasion.
- All children will be encouraged to socially distance with other year groups to minimise contact and mixing with other children and adults.

Staggered timings

We are once more staggering start times and collection times and asking parents to not step onto the school site at any point unless they have a prearranged appointment. The children throughout the last year have become very adept and independent and able to walk around the school sensibly.

It is the responsibility of parents to maintain social distancing throughout drop off and collection times and wear appropriate face coverings. To ensure that there are not too many parents onsite at any one time, please do not arrive before the staggered drop off or pick up time.

	Start/Finish time	Gate to use
Reception		
Squirrels & Hedgehogs class	08:40-15:00	Top gate
Year 1		
Bumblebees	08:40 – 15:15	Pedestrian gate adjacent to Y1 block
Dragonflies	08:50 - 15:25	Top gate
Year 2 and Year 3		
Nightingales	08:40 – 15:00	Gate nearest to Coronation Street & on to KS2 playground and enter through external door near Eagles.
Owls	08:50 – 15:25	Main gate & enter the building through the top door near the kitchen.
Kingfishers	09:00 – 15:30	Gate nearest to Coronation Street & on to KS2 playground and enter through external door near Eagles.
Year 4		
Puffins	09:00 – 15:30	Main gate & enter the building through the top door near the kitchen.
Eagles	09:00 – 15:30	Pedestrian gate adjacent to Y1 block & enter through the external door near the studio.
Year 5		
Foxes	08:30 – 15:00	Main gate and through the external doors by Foxes and straight to their classrooms
Badgers	08:30 – 15:00	Gate nearest Coronation Street and enter the building through the external door near Badgers.
Year 6		
Herons & Otters class	08:30 – 15:00	Main Gate and straight to the classrooms.

- Children will be expected to line up for their teachers unless they have been instructed in the table above to go straight to their classrooms.
- Staggered play and lunchtimes will operate throughout the school day and classes will continue to have lessons outside as much as possible within the curriculum.
- If you have children in different classes, please arrange for all your children to arrive at the earliest class start time/drop-off point appropriate to your children. Collection time will be at the latest time/collection point appropriate to your children.

School uniform

- It is our expectation that all children wear full school uniform, including shoes and ties on the days that they do not have PE.
- Parents will be informed by email at the start of each week which day that their child's class will have PE as this may change each week.

Music lessons with Miss Prater

- Individual and small group music lessons can recommence. Miss Prater will contact parents this week to provide more information.

Hygiene

- Children will be expected to handwash regularly and thoroughly.
- We will be using soap, water and hand gel throughout the day
- The school and equipment will be cleaned regularly and thoroughly to the best of our ability.
- Children must wear full clean school uniform and may bring their usual books, bags, books, lunch boxes and PE kits to school. Primary aged children do not require to wear a face mask in school.
- Staff, as instructed by the Government will be wearing face coverings in all communal areas and not necessarily in the classroom.

Behavior expectations

- Alongside our normal expectations of behavior, we will expect each child to respect the new measures and way of working.

Curriculum

- We shall continue to teach our broad and balanced curriculum whilst ensuring that children quickly catch up with any learning that they have missed. We shall only schedule school trips in accordance with safety guidance.
- Statutory Primary assessments for Years 2 and 6, as well as the phonics screening check in Year 1 and the multiplication tables check in Year 4 will not take place in Summer 2021.
- Contact sports in PE lessons will not take place.

Reading and work books

- The Government has decided that children are able to take reading books and work books home. We will start to send books home for the children to read by the end of Tuesday 9th March. It is our expectation that all children read at least four times a week at home.
- Children will have appropriate home work sent home on their usual day by the conclusion of the first week back to school.

Visitors

- We shall continue to try to minimise the number of visitors onsite so please continue to call or email the office if you have any queries to avoid unnecessary visits to the school premises. To aid this, please ensure your child has everything they need for the school day before they leave home.

School meals

- Aspens, our caterers, will provide a hot school meal option for the children who usually have a school lunch. They will be provided with the menu choices made before Christmas. New menus will be sent home prior to the Easter holiday.

Assemblies

We are still unable to congregate together in large groups for our key stage assemblies. Our whole school assemblies will continue in the following ways.

- A Monday morning whole school with Reverend Ann from St Mary's Church via Zoom.
- A Keystage Assembly on Wednesday via Teams or Zoom.
- A Keystage Celebration Assembly on Friday via Teams or Zoom.

If you have any questions or queries, please email the school office email address and request that Mr Talmage, Mr Clode or Mrs Terry call you back.

We would like to reassure you that we will continue to make the school as safe as it can be and look forward to seeing all of the children.

Thank you for your ongoing support.

Yours faithfully,



Mr Luke Talmage
Head Teacher



Mr Alan Clode
Deputy Head Teacher/Inclusion Leader