



St Bartholomew's CE Multi Academy Trust
Sedgley Road
Penn
Wolverhampton
West Midlands
WV4 5LG

St Bartholomew's CE Primary School

Headteacher: Rachael Kilmister

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CEO: Katy Kent



February 2021

Dear Parents/Carers

Following the Prime Minister's announcement on Monday, we have been preparing the school for the return of all children on March 8th. We are so pleased by this news and can't wait to welcome them back. The measures in place mean that the school is as safe as it possibly can be and there are only a few changes to those that were in place in the Autumn Term. Whilst rates of COVID are declining, they are still high. We are all looking forward to hopefully more of the restrictions being lifted in the coming months and ask for your help in ensuring that the school community can stay as safe as possible during this time.

We ask you to ensure that the following measures are adhered to in order to keep the whole school community healthy and safe. Please do not be offended if members of staff speak to parents/carers to remind you of these if they are not being followed. This is due to the duty of care that we have to children and members of staff.

- Please ensure that timings and drop off and collection points are **strictly** adhered to as these have been carefully implemented to ensure that groups are separated as far as we can. This also helps minimise the number of people on and around site at any time. Please note that all children arriving from 8.30am should be in school by 8.40am. **The second start time has been moved by 5 minutes to 8.50am.** Please do not wait by the school site before this time as this has previously caused congestion and led to the unnecessary mixing of households. This is to ensure a sufficient gap between arrival times and minimise contact between groups. Children in Years 4 and 5 who have siblings with earlier start times, should use the same entrance points as in the autumn term but then proceed to the hall where they will wait until their own start time. Children in the different year groups will wait separately.
- Once you have dropped off and collected your children, please leave the school site and surrounding area **immediately** to avoid groups gathering and to ensure the timings work effectively.
- Whilst we would normally welcome parents and carers on site, currently this cannot happen without a pre-arranged appointment. Members of staff will be available in the mornings outside and at the end of the day for you to pass on messages (in a socially distanced manner). You are also able to email the school office with messages who will make sure these are passed on to the appropriate member of staff.
- Please ensure that you maintain social distancing from other families and members of staff whilst dropping off and collecting your children from school. Please do not allow children from different year groups to mix outside whilst waiting for their siblings.
- We would encourage all parents/carers to wear face coverings when dropping off and collecting children from school, especially where social distancing is hard to maintain. If you wish to speak to a member of staff, please ensure that a face covering is worn.
- Please only send children to school with bags, coats and equipment that is essential for the school day. Children will be provided with stationery and so will not need to bring a pencil case.
- Please do not hesitate to call if you would like to speak to a member of staff or to make an appointment to meet with us.
- Please see the end of this letter for your child's PE days. Please could children come to school dressed ready for PE on these days. They will then wear this kit for the remainder of the day. PE is likely to take place outside so please make sure that your children have clothes that are suitable for the weather conditions.
- Most letters and communications will take place electronically so please ensure that the office has your most up to date contact information, including email address.



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Guidance for schools is very similar to that issued for the return to school in September. This means that we are currently still unable to have group assemblies. All class worship will take place in classrooms. We are also currently unable to organise school trips or have school performances. We are able to run after school clubs (in year group bubbles) once again and will send information about these as soon as they have been organised.

Whilst we hope all children are as excited as we are that they will be returning to school, we are aware that some of them may be feeling anxious for a number of reasons. Please don't hesitate to contact us if this is the case so that the appropriate support can be put in place to help children who may be feeling like this. We will be sending a short survey for parents about their children's emotional health and will be focussing on children's wellbeing when they return.

Please could we also ask that children return all school resources that they have been using at home during this period, including reading books and class texts. These will be needed to use in class when the children return.

Once again, we cannot wait to see you all and really hope that this is the final return to school letter I have to write! We will do everything that we can to ensure that your child is happy and safe in school. Therefore, if you (or your child) have any concerns at all, please do not hesitate to contact us.

Drop off/collection time/points

Year group	Start time	End time	Entrance/exit
Reception	8:30-8:40am drop off, 8:45am registration	3:00pm	Enter via KS1 playground gates and wait by Reception steps
1 Holly and 1/2 Ash	8:50 - 9:00am drop off, 9.05am registration	3:15pm	Enter via KS1 playground gates. 1 Holly enter at the door off the KS1 corridor, 1/2 Ash enter at door by the library
2 Rowan	8:30-8:40am drop off, 8.45am registration	3:00pm	Enter via nursery gates and children go straight through classroom back door.
Year 3	8:30-8:40 drop off, 8:45am registration	3:00pm	Enter through Main Entrance (by the school office) and walk straight down to classroom
Year 4	8:50 - 9:00am drop off, 9.05am registration	3:15pm	Enter through Main Entrance (by the school office) and walk straight down to classroom
Year 5	8:50 - 9:00am drop off, 9.05am registration	3:15pm	Enter through KS2 playground gates and walk round to entrance by Year 5 classrooms.
Year 6	8:30-8:40 drop off, 8:45am registration	3:00pm	Enter through KS2 playground gates. 6 Elder go straight to classroom door. 6 Oak make their way to the UKS2 entrance off the playground



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PE days

Reception - Thursday

1 Holly - Tuesday and Friday

1/2 Ash - Tuesday and Friday

2 Rowan - Thursday and Friday

3 Elm - Thursday and Friday

3 Apple - Wednesday and Thursday

4 Maple - Wednesday and Friday

4 Willow - Monday and Wednesday

5 Beech - Wednesday and Friday

5 Hazel - Tuesday and Wednesday

6 Elder - Monday and Friday

6 Oak - Monday and Wednesday

Yours sincerely

Rachael Kilmister
Headteacher