

Start and End to the School Day

Staggered start times will continue. Please note the school day will finish five minutes later than last term.

Year Group	Entrance to school	Time allowed on site	Enter classroom	End of day collection time
Reception / Year 1	KS1 playground gate	8:40am to 8:50am	8:45am	3:15pm
Year 2	KS1 playground Gate	8:50am to 9:00am	8:55am	3:25pm
Year 3 / Year 4	KS2 playground gate	8:40am to 8:50am	8:45am	3:15pm
Year 5	KS2 playground gate	8:50am to 9:00am	8:55am	3:25pm
Year 6	KS2 playground gate	8:50am to 9:00am	8:55am	3:25pm

Parent general expectations when on site – how to keep everyone safe

- Face coverings to be worn at all times when on school grounds until further notice
- Parents will need to respect social distancing and remain 1m+ away from each other whilst on school grounds
- Parents must ensure children stay next to them at all times when on the school site
- If you have children in different classes then please arrive at the earliest time indicated above
- Parents to leave the school grounds promptly as soon as the children are dropped off or collected
- Parents to hold social conversations with other parents off school grounds
- Take note of the markings on the ground to maintain social distancing and to stay safe
- Parents to ensure children do not use the climbing equipment before or after school

Lining up to drop off my child

- Line up, using the markings as a guide for social distancing
- Ensure children stay next to you at all times
- Do not stand inside the yellow box mark outside the classroom door
- Parents (and your children) can stand on the edge of the playground away from everyone else if there are too many parents in the line and you would prefer to wait until you feel it is safe to line up

Collecting my child from the classroom door

The following applies to all classes from Reception to Year 4. **Year 5 and Year 6 children will be allowed to leave on their own.**

- Parents to line up at the classroom doors, using ground markings as a guide for social distancing
- Teachers will hand over children to the parent who is at the front of the line
- Parents can stand on the edge of the playground away from everyone else if there are too many parents in the line and you would prefer to wait until you feel it is safe to line up
- Ensure children stay next to you at all times once you have collected your child

Can my child enter school in the morning on their own?

- Reception, Year 1 and Year 2 children must always be accompanied by an adult in the morning
- All of KS2 children (Year 3, Year 4, Year 5 and Year 6) are allowed to line up in the mornings without an adult
- If children in KS2 are not able to line up sensibly and maintain social distancing then we will ask parents to accompany their child every morning
- Parents of KS2 are still allowed to line up with their child if this is your preference

Can my child leave school on their own at the end of the day?

Foundation	Reception	<ul style="list-style-type: none">• Children must be collected by an adult
Key Stage 1	Year 1 Year 2	<ul style="list-style-type: none">• Children must be collected by an adult
Lower Key Stage 2	Year 3 Year 4	<ul style="list-style-type: none">• Children can be collected by an adult on site• Children can be collected by an older sibling if we have written parental permission• Children can be allowed out on their own if we have written parental permission but parents must be waiting in the drop off zone or arranged a place to meet their child just outside the school grounds• Year 3/4 children are not allowed to walk home on their own
Upper Key Stage 2	Year 5 Year 6	<ul style="list-style-type: none">• Children allowed to leave on their own• Children allowed to walk home on their own• If children do not maintain social distancing when on site then parents will be asked to collect from the classroom door

Bikes and Scooters

Children are allowed to use the bike racks as normal.

Drop off zone

Mornings

- Use drop off zone as normal.
- No parking between 8:30am and 9:00am
- Drive in, stay in your car, children get out, you drive off

Afternoons

- Parking is permitted after school but please remain in your car in case you need to move your vehicle for access for the school bus

Parking on Site

Now the whole school community are back we are reverting to our normal expectations for parking.

Please do not park on site between 8:30am and 4:00pm.

If you have a disabled badge and need to park in our disabled bays then parking on site is permitted at all times. Please ensure our Admin Team are aware if you need to use our disabled bays. We just need to know the name of the parent and the car registration so we can keep our records up to date.

Needless to say, parents can park on site during the day in our visitor bays if you are collecting or dropping for an appointment or in an emergency.

Likewise, if there are specific circumstances why you may need to park on site for the odd occasion then just contact the office. Whether it be a sprained ankle or a sibling who is unwell and cannot get out the car, we don't mind parents parking on site providing we know why and have had a conversation about it.

I am afraid to say parking on site just because you don't want to get wet or you are in a rush are not valid reasons!

8:20am Drop Off

- The 8:20am drop off will **be open to all year groups**
- Enter via hall fire exit (adults wearing face covering at all times)
- Children will remain in their social bubbles
- Please remember to bring the exact money (£1) on the day – we cannot take payment in advance or afterwards

Behaviour Policy Addendum

Our behaviour policy addendum (appendix 3) will continue to be in place this academic year.

<https://silverstoneprimary.org.uk/index.php/parents/school-policies>

School Office and Communication

Wherever possible we ask parents to communicate to school via phone or email.

Please only enter the front entrance if you have an arranged visit; if you are unable to communicate via phone or email; or if there is an urgent need to inform the school immediately.

- No more than 2 parents at a time are allowed in the main entrance area
- Wait outside if there are already 2 parents inside
- Please stand back from the screen whilst talking to our staff
- You may be asked to wait in the waiting area or outside the building whilst we are dealing with your matter
- Use your elbow to press the door release button

Social Bubbles

Our social bubbles will continue to minimise the impact of any positive cases in school

Social Bubble 1	Reception and Year 1
Social Bubble 2	Year 2
Social Bubble 3	Year 3 and Year 4
Social Bubble 4	Year 5 and Year 6

- Children will be able to move with some freedom within their social bubble
- Staff can move freely within their social bubble
- On rare occasions staff may move between social bubbles and will maintain social distancing from children where possible
- Social bubbles will be in place throughout the whole day including break times and lunch times

School Uniform

Wherever possible we expect correct school uniform to be worn. However, we understand that children may have grown out of certain items such as shoes or jumpers and in these circumstances they will be able to wear non-uniform items of clothing.

PE kit

- PE kits will stay at home
- Children will come to school wearing their PE kit all day on the days they have PE
- Wherever possible we expect children to have the correct PE kit (see uniform policy below)
- If your child has grown out of their PE kit then they are allowed to wear a plain T-shirt (football shirts or non-plain t-shirts are not allowed)
- We advise that children wear a tracksuit during the day on cooler days (shorts can be in their bag to change into if needed)
- Children can wear a 'non-uniform' tracksuit but may be asked to take off the tracksuit top during lessons in the classroom

Uniform Policy – PE kits	
PE Kit Boys / Girls <ul style="list-style-type: none">• School logo jade t-shirt• Navy shorts• White socks (sports socks ideal)• Trainers• School logo navy hoodie (optional)	Winter <ul style="list-style-type: none">• As listed to the left• Grey or navy tracksuit bottoms• Grey or navy tracksuit top• Thermal compression tops – 'skins' (optional but recommended)

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| | <ul style="list-style-type: none"> Gloves (will not be worn for sports activities involving hands such as netball, basketball, throwing and catching) |
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PE days

Children will come to school in their PE kit on the following days

Reception	Tuesday
Year 1	Tuesday
Year 2	Monday
Year 3 & 4	Thursday
Year 5	Wednesday
Year 6	Wednesday

Attendance

What is clear from the guidance is that all children are expected to return on Monday 8th March. The DfE Guidance issued to schools yesterday states:

School attendance will be mandatory for all pupils from 8 March. The usual rules on school attendance apply, including:

- *parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age)*
- *the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct As usual, you are responsible for recording attendance, following up absence and reporting children missing education to the local authority.*

Despite the straight talking, it is important we work together. If you have any anxieties about your child returning to school then you must contact school so we can discuss your personal circumstances.

Homework

Seesaw (or Class DoJo for Mrs Whitehead's and Mr Collin's class) will be used for returning all homework tasks. Children will no longer need to bring their work back into school, apart from specific tasks which require work to be brought back into school. Teachers will email you with year group expectations including details on spellings.

Items from Home

It is important children do not bring into school any unnecessary items from home. Children only need to bring into school the following:

- Coat
- Book bag/reading book
- Water bottle
- Packed lunch
- Pencil Case (KS2 only) - *further details outlined below*

Other items must not be brought into school. Unfortunately, we are unable to hand out any gifts the children bring into school. We know children sometimes like to hand out sweets when it is their birthday but we are not able to do this. However, we are happy for you to hand these out yourself, directly to the parents, if this is still something you wanted to do.

KS2 Pencil cases

A reminder that KS2 children will need their own pencil case. One small pencil case will be on their desk throughout the day and then put into their tray overnight so tables can be cleaned. This pencil case will need to include:

- pencils
- 15cm ruler
- sharpener
- rubber
- red biro
- glue stick
- scissors
- whiteboard pen
- highlighter (Y5/6 only)

It is optional for children to have a second pencil case with colouring pencils and felt tip pens (this pencil case will mostly live in their tray and will only be on the table when we need to colour i.e. poster work)

Face Coverings

The DfE guidance states:

In primary schools, we recommend that face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in primary school do not need to wear a face covering.

Our expectations regarding face covering are as follows:

Parents

- Parents to wear face covering when on school grounds

Staff

- Staff to wear face coverings at start and end of school day (interaction with parents)
- Staff to wear face coverings when meeting with visitors on site
- Staff to wear face coverings in central areas such as staff room, photocopier room, admin area
- Staff are not expected to wear face coverings in classrooms but staff may choose to do so in some circumstances
- Staff will wear face coverings when dealing with first aid matters

Children

- Children can wear face coverings when arriving and leaving school
- Children not to wear face covering during lessons or at break time or lunch time. There is a greater risk of transmission of the virus as children could wear these incorrectly or keep touching them after touching everything else in school.

Inhaler/ Epipens and new medication

We will inform you if the inhaler or Epipen we have in school is out of date. If your child has any new medication then please contact the school office to find out what forms need to be completed.

Wrap Around Care

All enquiries regarding wrap around care need to be made directly with KidsStop.

Manager, Nikki Sexton

Phone: 07769 515958, or 01604 234576

Email: nikki@kidsstop.co.uk

Breakfast Club

- Enter school via Key Stage 2 playground gate
- Drop off children at Year 5 classroom
- Children will sit in their different social bubbles

After School Club

- Children will be in social bubbles
- After school club will be held in the school hall
- Arrangements for collecting your children will be the same as the autumn term – detail will be sent directly from KidsStop if you are using after school club for the first time