



Our Lady of the Assumption Catholic Primary School

Hawthorn Lane, Tile Hill, Coventry. CV4 9LB
Head Teacher: Mrs Rachel Askew

Tel: 02476 466655
E-mail: admin@ourlady.coventry.sch.uk
Web: www.ourlady.coventry.sch.uk



24th February 2021

Dear Parents and Carers,

Following the Prime Minister's welcome announcement that all pupils will return to school on 8th March, I am writing to give you some details of how we will be opening in line with Government guidance.

We will continue to take the following measures to ensure that all pupils are able to return safely:

- If you, your child or someone you live with is displaying coronavirus symptoms, do not bring your child into school. We will be asking staff to do the same.
- We will be keeping our children in groups as follows:
 - Group 1 – Nursery and Reception
 - Group 2 – Year 1 and Year 2
 - Group 3 – Year 3 and Year 4
 - Group 4 – Year 5 and Year 6
- Groups will not mix throughout the school day.
- We will stagger start and finish times to reduce mixing of children and parents at the gate.
- We will be cleaning our hands more often than usual. We have developed routines to ensure children understand when and how to wash their hands, making sure they wash them thoroughly for at least 20 seconds using running water and soap and dry them thoroughly
- We will teach our children about good hygiene through a 'catch it, bin it, kill it' approach and ensuring a good supply of tissues and bins throughout the setting.
- We will be cleaning more often and more thoroughly, ensuring surfaces touched by children and staff are cleaned regularly and throughout the day, including table tops, door handles and play equipment.
- Children will be given their own set of resources to use in school.
- Desks will be positioned facing forwards (from Y2 onwards).
- Adults will socially distance from the children and wear face coverings in communal areas.
- When you drop your child off or pick them up, we ask that you wear a face covering and physically distance from other adults, and that only one parent from each household drops off and picks up.



making physics matte.





Our Lady of the Assumption Catholic Primary School

Hawthorn Lane, Tile Hill, Coventry. CV4 9LB
Head Teacher: Mrs Rachel Askew



Tel: 02476 466655
E-mail: admin@ourlady.coventry.sch.uk
Web: www.ourlady.coventry.sch.uk



- Children will only be able to bring essential items from home i.e. lunch boxes, coats, hats and books.
- If a child displays symptoms at school, they will be isolated until a parent or carer collects them.
- If there is a confirmed case of coronavirus in your child's group, you will be informed and all children and staff will be asked to self-isolate for 10 days.
- We will limit the number of people who can come onto the school site: parents and carers of children in Year 2 to Year 6 will be asked to drop off and pick up at the gate and anyone coming into the office will need to phone in advance to make an appointment.

Dropping off and Picking up your Child

We will be staggering the start and finish times in order to reduce contact between children and parents. We have made changes to timings to maximise learning time in the school day.

Year groups	Start time	Drop off point	Finish time	Pick up point
Nursery	8.45am	Path by Nursery entrance	11.45am	Path by Nursery entrance
Reception	8.40am	Key Stage One playground	3.00pm	Key Stage One playground
Year 1	8.50am	Key Stage One playground	3.15pm	Key Stage One playground
Year 2	8.40am	Church carpark	3.15pm	Key Stage One playground
Year 3 and Year 4	8.40am	Church carpark	3.15pm	Church carpark
Year 5 and Year 6	8.50am	Church carpark	3.15pm	Church carpark

Please note the different drop off and pick up points for Year 2 children.

If you have children in more than one group, you can drop off and pick up all of your children at the same time as the first child to be dropped off or picked up. Siblings of children in Reception, Year 1 and Year 2 will be brought to the Key Stage One playground at the end of the day.

After School Clubs

We will be resuming after school clubs from the 8th March. More information will be given in the school newsletter.





Our Lady of the Assumption Catholic Primary School

Hawthorn Lane, Tile Hill, Coventry. CV4 9LB
Head Teacher: Mrs Rachel Askew

Tel: 02476 466655
E-mail: admin@ourlady.coventry.sch.uk
Web: www.ourlady.coventry.sch.uk



Attendance

The Department for Education have confirmed that school attendance is compulsory again from 8th March.

This means the usual rules on school attendance apply, including:

- It is a parents' duty to send their child to school regularly if they are of compulsory school age
- It is schools' responsibility to record attendance and follow up absence
- The local authority is able to resume the use of legal sanctions, including penalty notices and processes that may lead to prosecution in court for persistent absence

Please note that whilst we will endeavour to put in place every possible measure to safeguard your children (and our staff) on their return to school, we cannot completely eliminate the risk in relation to the virus. Nevertheless, we can assure you that we have done our utmost to put in place practical measures which minimise the risk as far as reasonably possible. These will be under continuous review to ensure we are doing everything we can to keep your child safe.

Once again, let me reassure you that the safety of your child and the staff remains our number one priority.

If you have any questions about your child's return to school, please contact the school office.

We are very much looking forward to welcoming all the children back to Our Lady's.

Yours sincerely,

Mrs R Askew
Headteacher

