

St. Catherine's Nursery & Primary School

Principal: Mrs Bridget Wilders B.Ed. P.G. Dip.Ed. P.Q.H.

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www.stcatherinesps.co.uk

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Dear Parent/ Carer,

This is just a little letter to give some clarity ahead of our little pupils returning to school. Further, more detailed guidance will be emailed to you before school starts.

First and foremost we are so excited to be seeing our little children again, as we have missed them so much over the Summer! We hope that you all had a lovely Summer Break and a good rest.

We want to assure you that your child's safety and the safety of our staff and school community remains our main concern. We will do everything possible to ensure that school is a safe environment for everyone. To this end, we have listed a few points to note in this letter for you ahead of our return to school as per DE Guidance and the context of our little school. If you have any concerns do not hesitate to email your child's teacher or any Senior Leader, Vice Principal or Principal as listed in the attached **Appendix A** at the end of this letter.

1. Children **may bring school bags**, with a snack, packed lunch in a wipeable lunch box (or a disposable bag) and water in a water bottle (if children wish to.)
2. **Nursery, Year 1 and Year 2 Parents ONLY should enter the grounds** to take our littlest children to the school door allocated where they will be met by staff. **Parents of pupils in Year 3,4,5,6 and 7 SHOULD NOT ENTER THE SCHOOL GROUNDS BUT MAY DROP PUPILS OFF AT THE USUAL GATES AT THE FRONT OF EACH SITE ALLOCATED FOR EACH YEAR GROUP;** as this worked so well last year.



See **Appendix B** with drop off/ collection gates indicated. Signage will also be placed on the appropriate gate to help you. Staff will collect children at the designated school gate area.

3. Parents **should only** enter the actual school building by prearranged appointment. An appointment can be arranged by telephoning the school or emailing the relevant member of staff.
4. We encourage all parents to wear face coverings (unless medically exempt) when coming on to the school site and to exercise social distancing by using the one way walking system on the Junior School Site (Year 1 and 2 parents) and by keeping to the left as you enter Nursery on the Senior School Site (Nursery Parents).
5. We respectfully request that parents park a little away from school, if possible, and walk with their child to the designated drop off point at school to help avoid congestion at the school gates. Parents are also encouraged to continue to socially distance themselves at the school gates also for their own safety.
6. Staff will be wearing safety gear in school, please discuss this with your child so that they can be prepared for this. Children should not wear safety gear as directed by DE (Department of Education).
7. **Keep us updated!** If you change your home address, your mobile number or your email address please email details to Mrs Clare Kelly (Clerical Officer) ckelly452@c2kni.net
8. There will be NO BREAKFAST CLUB, FAMILY CLUB or AFTER SCHOOL CLUBS for the month of September as we want to get started and ease the children back in to school. When we can facilitate clubs in the future we will be in touch with you with details.
9. **Drop Off Times / Collection times should be strictly adhered to**, where possible, as it will be so important for the smooth running of the school. Every pupil will have a start time between 8.50am and 9.05am. Start times and collection times are indicated in the **Appendix B** further on in this letter.
10. Please do not send your child to school if they are displaying Covid 19 Symptoms; ring the school and keep us informed if you have any concerns regarding your child and Covid 19.
11. Check your child's temperature before coming to school.
12. Children will no longer have their temperature checked on arrival to school but if a child's temperature seems to be soaring, temperature will be checked and if it is 38 degrees centigrade or more, parents will be called and asked to take their child home as they are clearly too unwell to be at school and they should return to school only when the temperature returns to normal. If a child has symptoms of COVID 19 parents will be contacted and advised to consult the GP. If tested positive for COVID 19 the children/ staff in the bubble will all be asked to self isolate (as per current PHA Guidelines) and a deep clean of the classroom will be carried out.
13. Staff will deliver the curriculum in school for all children. If there are any adjustments going forward we will keep you informed of these as we go along. Email contact will continue to be crucial going forward.
14. We continue to have quite a bit of signage around the school inside and out to promote safety....social distancing and to promote handwashing. This is for everyone's safety. We continue to promote good hygiene.



15. Meals will be served to children in the **Canteen** again but all efforts for social distancing will be made. The number of classes visiting the canteen will only be **TWO** at any given time. (School Dinner costs £2.60 in Primary School and £2.50 in Nursery)
16. Children should bring healthy snacks for break and if taking packed lunch; should bring a healthy lunch as per our Food in Schools Policy.
17. Children should continue to wear PE gear on PE Days to school and NOT change in school. Children should wear their FULL UNIFORM with BLACK SHOES on all other days. Teachers will inform you of your child's PE days in due course when the timetable is finalised.
18. We expect our children and indeed our parents to be experiencing a little continued anxiety about returning to school, we feel this too! However we will do everything in our power to alleviate the worries of our children and parents. It may take a little time, but if we work together, we will get there. Children are very resilient and will continue to adapt faster than the rest of us!

This guidance is informed by Department of Education, PHA (Public Health Agency) and the HSE (Health and Safety Executive). If anything changes, you can rest assured that we will let you know and keep you updated at the earliest possible opportunity.

It only remains now for us to get started again for what will hopefully be a year with much less interruptions than the past two years! Your support and helping us by adhering to this ongoing guidance going forward will be crucial.

We thank you for having been so patient, understanding, kind and supportive to date and look forward to getting back again!!

God bless you all..... We've got this!!!

Mrs Bridget Wilders
Principal



Appendix A

Staff roles and Email addresses.

Staff Member	Class / Role	Email Address
Mrs Bridget Wilders	Principal	bwilders592@c2kni.net
Miss Jennifer Doherty	Vice Principal	jdoherty742@c2kni.net
Mrs B. Porter	Nursery Room 1	bporter544@c2kni.net
Mrs T. Mc Corkell	Nursery Room 2	tmccorkell825@c2kni.net
Mrs D. Doherty	Year 1 A	ddoherty115@c2kni.net
Miss C. Hutton	Year 1 B	chutton763@c2kni.net
Mrs A.M. Mc Glynn	Year 2 A	amcglynn388@c2kni.net
New Teacher to be confirmed	Year 2 B	Any concerns please email the Principal at present
Ms Y. Mc Gowan	Year 3 A	ymcgowan609@c2kni.net
Temporary Teacher	Year 3 B	Any concerns please email the Principal at present
Mrs S. Vaughan	Year 4 A	svaughan325@c2kni.net
Mrs C. Connolly	Year 4 B	cconnolly309@c2kni.net
Miss C.Mc Granaghan	Year 5 A	cmcgranaghan274@c2kni.net
Mrs C. Gormley	Year 5 B	cgormley833@c2kni.net
Mrs C. Deery	Year 6 A	cdeery318@c2kni.net
Miss E. Keyes	Year 6 B	ekeyes746@c2kni.net
Mr. A. Mc Guigan	Year 6 C	amcguigan559@c2kni.net
Mrs S.O'Kane	Year 7 A	sokane510@c2kni.net
Mrs. B. Daly	Year 7 B	bdaly611@c2kni.net
Mrs. C. Hamilton	Learning Class	chamilton290@c2kni.net



Appendix B

Year Group	Drop off / Collection Point	Start Time	Finish Time (Monday – Thursday)	Finish Time (FRIDAYS ONLY)
Nursery Room 1	Nursery Room 1 External Door	9am-9.30am	1.30pm-1.40pm	1pm
Nursery Room 2	Nursery Room 2 External Door	9am-9.30am	1.30pm-1.40pm	1.05pm
Year 1A (Mrs Doherty)	Front door nearest to Mrs Hamilton's classroom in Junior School Site	8.50am	2pm	1.35pm
Year 1B (Miss Hutton)	Back Door opposite the Play Trail	8.55am	2.05pm	1.40pm
Year 2 A (Mrs Mc Glynn)	Back Door opposite the Play Trail	9.05am	2.10pm	1.50pm
Year 2 B (New Teacher)	Front door nearest to Mrs Doherty's classroom in Junior School Site	9.05am	2.10pm	1.50pm
Learning Class	Middle Floor Door near mobile classroom at the back of the Junior School	9am	2.10pm	1.50pm
Year 3 A (Ms Mc Gowan)	Pedestrian Gate to the right of the Main Gate at the Junior School Site	9.00am	3.00pm	1.45pm
Year 3 B (Temporary Teacher)	Pedestrian Gate to the right of the Main Gate at the Junior School Site	9.05am	3.05pm	1.50pm
Year 4 A (Mrs Vaughan)	Pedestrian Gate to the right of the Main Gate at the Junior School Site	8.50am	2.50pm	1.35pm

Year 4 B (Mrs Connolly)	Pedestrian Gate to the right of the Main Gate at the Junior School Site	8.55am	2.55pm	1.40pm
Year 5 A (Mrs McGranaghan-Gillespie)	Gate at the right hand side of the Senior School	9.05am	3.05pm	1.55pm
Year 5 B (Mrs Gormley)	Gate at the right hand side of the Senior School	9.05am	3.05pm	1.50pm
Year 6 A (Mrs Deery)	Double Gate at front of Senior School site nearest to the Main Front Door	9am	3pm	1.45pm
Year 6 B (Miss Keyes)	Double Gate at front of Senior School site nearest to the Main Front Door	9am	3pm	1.45pm
Year 6 C (Mr McGuigan)	Gate at the right hand side of the Senior School	9am	3pm	1.45pm
Year 7 A (Mrs O’Kane)	Gate at the right hand side of the Senior School	8.50am	2.50pm	1.35pm
Year 7 B (Mrs Daly)	Double Gate at front of Senior School site nearest to the Main Front Door	8.50am	2.50pm	1.35pm

LET'S ALL KEEP OUR SCHOOL SAFE

We need your help! We want everyone to be safe, healthy and enjoy school.

So, make sure you follow these new rules...

IF YOU ARE SICK, YOU MIGHT HAVE TO STAY AT HOME

Going to school is really important, but if you have a bad cough or feel very warm, tell a grown-up right away.



GIVE EACH OTHER SPACE

Keep a safe distance from your teachers and friends as much as you can. You should try to stay in your bubble.



CATCH YOUR COUGHS & SNEEZES

Cover your face with your elbow, or use a tissue. (Don't forget to put used tissues in the bin!)



WASH YOUR HANDS

Wash your hands lots of times during the day. (Make sure you wash them as soon as you get to school too!)



HOLD ONTO YOUR OWN ITEMS

You should not share things like pencils, food and drinks with your friends.



IT'S OK TO HAVE QUESTIONS!
YOU CAN ALWAYS ASK A
PARENT, CARER OR TEACHER.

EDUCATION RESTART



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Education
www.education-ni.gov.uk

**WE ALL
MUST DO IT
TO GET
THROUGH IT**



LIMIT SOCIAL
CONTACTS

KEEP
DISTANCE

WEAR FACE
COVERINGS

WASH
HANDS

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**WASH
HANDS**

EVERYONE HAS A ROLE TO PLAY IN KEEPING OUR SCHOOLS SAFE AND HELPING TO STOP THE SPREAD OF COVID-19.

EVERYONE SHOULD CONTINUE TO:

- ☒ **Wash** hands regularly
- ☒ **Cover** coughs and sneezes
- ☒ **Wear** a face covering where necessary
- ☒ **Practise** social distancing
- ☒ **Follow** the latest public health advice

WHAT SHOULD I NOT DO?

- ☒ **Don't** send your child to school if they have COVID-19 symptoms or if they have been identified as a close contact
- ☒ **Don't** allow your child to use public transport unless you have no alternative
- ☒ **Don't** gather at the school entrance/gate
- ☒ **Don't** allow your child to share food/drinks with friends

WHAT SHOULD I DO?

- ☒ **Do** let the school know if your child will be absent due to COVID-19 symptoms
- ☒ **Do** follow the advice given if you have been contacted by the PHA Contact Tracing Service
- ☒ **Do** encourage your child to socially distance if it is possible
- ☒ **Do** encourage good hand hygiene
- ☒ **Do** use alternative transport if you can
- ☒ **Do** walk or cycle if it's safe and appropriate to do so
- ☒ **Do** use park and ride or other car-parking facilities (if available), and walk the remainder of the journey to school
- ☒ **Do** avoid parking close to or at the school gates
- ☒ **Do** encourage the use of face coverings on school transport and in post-primary schools/ settings
- ☒ **Do** encourage and supervise your child to carry out a COVID-19 test if they have been invited to participate

FURTHER INFORMATION, INCLUDING FREQUENTLY ASKED QUESTIONS FOR PARENTS AND CARERS, CAN BE FOUND ON THE DEPARTMENT OF EDUCATION'S WEBSITE AT: WWW.EDUCATION-NI.GOV.UK

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Preparing Your Child For the First Day Back in School

As schools begin to open to more children, parents and children may well be feeling anxious. Here's some ideas of how best to prepare.

Be Calm.

Your child will take their lead from you and be reassured if you are steady and matter of fact.



Be Curious.

These are strange times and their imagination may run away with them. Listen, and try not to dismiss or minimise their fears but validate how they are feeling – "it's completely fine to feel like that at the moment" or "I can really understand why you would feel like that"



Be Positive.

Remind them of all the ways they have learnt to keep themselves safe: washing their hands regularly, sneezing and coughing into their elbow, not hugging others and staying in their own space.



Be Thankful.

Help your child think of things they are looking forward to: being with their friends, seeing their teacher, favourite activities but be mindful some of these may not be available for them



Be Supportive

Younger children particularly may struggle with separation anxiety and may become tearful, clingy or act out. Reassure them that you will miss them too and think of them through out the day. It might be helpful to draw a little heart on their wrist and one on yours too. You can call it the hug button and when they find they are missing you they can press the heart and know that you will be doing the same at home. Sometimes having a little object to remind them of you through the day helps but please check this out with your school first.



Be Prepared.

Support your child to be aware of changes that may have happened to their classroom environment since they were there last and rehearse any new routines that school may have shared. Rehearse and practice your 'goodbye' routine and create a 'hello' greeting for the end of the day for them to look forward to.



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A Prayer for the New School Year

Heavenly Father

At the start of a new school year, we give you thanks for the work of all schools (and particularly in our own parish).

We pray for all children starting at new schools, and for those returning. Help them to explore what they can achieve, and give them confidence to play their part in shaping our world.

We pray for all those who work in schools. Care for them as they care for our children.

We pray for all governors of schools. Grant them wisdom and sound judgement, and help them to keep children's well-being at the heart of everything they do.

We ask this in Jesus' name.

Amen

