



# New School Day

## Information for Parents



## The New School Day – Information for Parents

Please read the following information carefully. A successful return to school requires continued support from parents. The procedures will be regularly reviewed and adapted as/when necessary.

Topic	Relevant Information
Pupil Start Dates	<p>Monday 24<sup>th</sup> August: P7 only (8.45am – 12 noon)</p> <p>Tuesday 25<sup>th</sup> August: P7 only (8.45am – 12 noon); P1 Induction (staggered between 9am – 1pm)</p> <p>Wednesday 26<sup>th</sup> – Friday 28<sup>th</sup> August: P1 – P7 (Morning Session <u>or</u> Afternoon Session as indicated in Newsletter issued 29<sup>th</sup> June)</p> <p>Monday 31<sup>st</sup> August: School closed (Bank Holiday Monday)</p> <p>From Tuesday 1<sup>st</sup> September: P2 – P7 (Full Days); P1 (until 12 noon)</p> <p>From Thursday 10<sup>th</sup> September: P1 Full Days (until 2pm)</p>
Pupil Attendance	<p>We are still operating in a pandemic and parents will have an important role to play in ensuring that school remains safe for all children and staff. <b><u>Do not send your child to school</u></b> if your child or anyone you live with has any of the following symptoms:</p> <ul style="list-style-type: none"> <li>• A high temperature</li> <li>• A new continuous cough</li> <li>• A loss of or change in sense of smell or taste</li> </ul> <p>If a pupil is unable to attend school due to medical conditions, evidence should be provided by the family (from hospital consultant or GP).</p>
Staggered Arrival and Collection Times	<p>To ensure that gatherings of adults are avoided and to help maintain social distancing, it will be necessary to stagger drop off arrangements and end of day collections.</p> <p><b>The following arrival and collection arrangements apply from <u>Tuesday 1<sup>st</sup> September</u>. Please refer to the Newsletter issued on 29<sup>th</sup> June for the arrangements for Wednesday 26<sup>th</sup>, Thursday 27<sup>th</sup> and Friday 28<sup>th</sup> August.</b></p> <p>Staff will be on duty each morning at the front top gate (Old Cullybackey Road) and the back gate (Carnview Park). Initially, the bottom gate on the Old Cullybackey Road will remain closed in the mornings. There will be no access to school grounds before 8.30am (unless your child is attending Breakfast Club).</p> <ul style="list-style-type: none"> <li>• P1, P2 &amp; P3 should be dropped off between 8.45am - 9.00am</li> <li>• P4 - P7 should be dropped off between 8.30am - 8.45am</li> </ul> <p><i>Please note, if you have more than one child, siblings should be dropped off with the eldest in the family.</i></p> <p>On entering the school building, pupils will leave their belongings at their desk, remove their coats and wash their hands. Your child will then return to his/her desk, where he/she should remain seated.</p> <p>We realise how tempting it is, especially if you have younger children, to gather outside the school gate. We would encourage you to drop your child off safely, and then move away promptly. Staff will be present to welcome children. Only one parent/guardian</p>

	<p>should attend to drop off or collect his/her child. Parents/guardians should not enter the school building or school grounds unless required.</p> <p>At the end of the school day, teachers/classroom assistants will escort each class to the front gate. We will operate staggered collection times as follows:</p> <ul style="list-style-type: none"> <li>• P1: 1.50pm at top gate (1.30pm each Friday)</li> <li>• P1/2: 2.00pm at top gate (1.40pm each Friday)</li> <li>• P2: 1.55pm at bottom gate (1.45pm each Friday)</li> <li>• P3: 2.05pm at bottom gate (1.55pm each Friday)</li> </ul> <p><i>Please note, to ease congestion, <b>P3 should be collected at 2.05pm each day, except Friday.</b></i></p> <ul style="list-style-type: none"> <li>• P4 (from P3/4 class): 2.50pm at top gate (1.50pm each Friday)</li> <li>• P4/5: 2.50pm at bottom gate (1.50pm each Friday)</li> <li>• P5: 2.55pm at top gate (1.55pm each Friday)</li> <li>• P6: 2.55pm at bottom gate (1.55pm each Friday)</li> <li>• P6/7: 3.00pm at top gate (2.00pm each Friday)</li> <li>• P7: 3.00pm at bottom gate (2.00pm each Friday)</li> </ul> <p>On a parent's request, children may exit the school premises unaccompanied through the rear pedestrian gate. It is expected that parents will collect them at the school gate or give permission for them to walk or cycle home.</p> <p>We would encourage parents/carers to remain at their vehicle until their child's class is visible. Please move away promptly once your child is safely in the vehicle. Please continue to respect the local residents by not obstructing driveways. Remember the School Keep Clear Zone on the Old Cullybackey Road has been created to provide a safe route for pedestrians and children crossing the road. Cars must never park in this zone.</p> <p>You will be asked to provide the school with details of at least three nominated people who may collect your child from the school (pro forma will be sent home with your child next week). If a different individual from these named people will be collecting your child, contact the school office prior to the pick-up. Any permanent changes to collection routine should be made in writing to your child's teacher.</p>
Social Distancing	<p>Social distancing requirements between pupils have been relaxed since 17<sup>th</sup> August. Social distancing of 2 metres will remain in place between adults and as far as possible between adults and pupils.</p> <p>Each class will act as a single consistent bubble with minimal prolonged interaction with other classes (e.g. dining hall). Social distancing within classes will be maximised based on physical capacity.</p> <p>Social distancing will be relaxed for non-teaching staff supporting SEN children. Signage/markings will be in place (internally and externally) to reinforce the social distancing message.</p>
Break Arrangements (Toast and/or milk)	<p>A morning 'comfort' break (toilet, wash hands, snack and drink) will be scheduled for each class. We ask for your support to promote healthy eating at break time. Please refer to the Healthy Break Policy (on school website) for details of what may be sent with your child for a healthy break.</p> <p>Alternatively, parents have the option of buying toast for their child. Toast will be delivered to each classroom and will be handed out by a member of staff.</p>

	<p>Toast should be paid for on a monthly basis through ParentMail (Go to the 'Payments' section and select 'Shop'). For the month of September, toast will cost £6.60. It will not be possible to issue refunds for toast if your child is absent from school.</p> <p>Parents also have the option of purchasing milk for their child. 1/3 pint cartons will cost 21p. The total payment for the school year will be £35.91 and should be paid by Monday 7<sup>th</sup> September. Milk should be paid through ParentMail. There will be no refunds for milk if your child is absent from school. Please complete the pro forma (sent home with your child next week) granting your child permission to purchase milk for this academic year. Milk will be available from Monday 14<sup>th</sup> September. Additions cannot be added after 7<sup>th</sup> September 2020. <i>Please note, the office will notify you via ParentMail once milk and toast are available to purchase.</i></p>
Pupil Lunch Arrangements	<p>School dinners (hot meals) will be available from Tuesday 1<sup>st</sup> September. All dinner money should be paid using ParentMail (a school dinner costs £2.60). For health and safety reasons, it is essential to create a cashless environment within our school.</p> <p>Pupils having packed lunches will remain in classrooms; meals provided by the School Kitchen will be eaten in the dining hall.</p> <p>For any child taking a packed lunch, we would encourage parents to wipe down lunch boxes and water bottles on return from school each day.</p> <p>Pupils will wash hands before eating. Each class will have their own zone in the hall; surfaces will be wiped down and disinfected between each sitting. Markers will indicate where pupils should queue safely. All pupils will have 30 minutes in playground (weather permitting) at staggered times (and in a zoned area).</p>
Hygiene	<p>Pupils will wash hands immediately on arrival at school and regularly throughout the day (using soap and water). Younger children will be supervised to ensure hands are washed properly. Signage will reinforce personal hygiene standards.</p> <p>"Catch it, Bin it, Kill it" message will be reinforced in the classroom. A tissue or elbow should be used when coughing or sneezing.</p> <p>Touching of faces, eyes, mouths, noses should be discouraged.</p> <p>A limited amount of hand sanitiser will be available for visitors. Parents may wish for their child to have individual hand sanitiser.</p> <p>Pupils should wear clean uniform each day.</p> <p>Classroom windows will be opened to increase natural ventilation.</p> <p>PPE is only required in a small number of cases, e.g. when a member of staff is dealing with intimate care or giving medication.</p> <p>Any staff and pupils who wish to wear face coverings throughout the school day should bring their own personal supply.</p> <p>Adults visiting the school site will be asked to wear face coverings.</p>
Cleaning	<p>Frequently touched surfaces will be cleaned regularly throughout the day e.g. desk surfaces, chairs, doors, light switches, resources, sinks, coat pegs.</p> <p>Resources that can't be cleaned will not be used e.g. sand, soft toys, lego, etc.</p> <p>Toilets will be cleaned regularly throughout the day, ensuring necessary resources are always available.</p> <p>Enhanced cleaning will be essential within any area in which an individual who has developed COVID-19 has been to minimise the spread of the virus.</p>
Classroom/Dining Hall Layout	<p>Classrooms and Dining Hall will be arranged so that all pupils are facing forward as this has been shown to reduce the risk of virus transmission.</p> <p>In classrooms, pupils will be assigned to particular desks.</p>
ICT	<p>Each class will have 1 day allocated for use of the ICT suite over a two-week period.</p> <p>iPads will be allocated to a class per day then cleaned thoroughly after use.</p>

PE	All pupils will have access to PE lessons. Each Tuesday <b>All</b> pupils should arrive at school wearing trainers and dark coloured (black, dark grey or navy) tracksuit bottoms/shorts/leggings. <b><u>Pupils must also wear their school polo shirt and sweatshirt.</u></b> Swimming (for P5, P6 & P7) will not resume until further notice from the Education Authority.
Reading	Due to difficulties surrounding browsing and borrowing books, <b><i>Accelerated Reading will be paused in the short term.</i></b> This will be kept under review. We would however encourage all children to have their own novel in their red book bag which they can bring from home. Guided reading will continue; books will be distributed to children. When the books are returned they will be collected and “quarantined” for 72 hours before they are redistributed.
Homework	Homework will continue as normally as possible. We plan to introduce an e-platform for some elements of homework (e.g. Google Classroom). More information on this will follow. Please encourage your child to wash his/her hands before and after he/she completes any school work at home. Books and worksheets should be returned to school in your child’s red book bag.
Pupil Resources	A lunchbox/bag and a water bottle which are both clearly named and can be cleaned every day are permitted. Please avoid sending school bags or rucksacks. To help limit resources brought from home, red book bags (or something similar) should be used to transport learning material between home and school. It would be appreciated if parents would send a box of tissues into their child’s classroom. Parents may also wish for their child to have individual hand sanitiser. This may be kept in their red book bag. Each child will be expected to have a slim line pencil case in their red book bag containing 2 writing pencils, a rubber, a sharpener, a ruler and a glue stick. These items should be clearly labelled with your child’s name and should be cleaned daily on return from school. Children will not be permitted to share resources with each other. Children should bring their own waterproof coat daily. This will be hung in the cloakroom on an allocated peg. Children should not bring any other items such as toys into school from home.
Extra-Curricular Activities	We acknowledge the benefits of extra-curricular activities. We will endeavour to resume these in a phased capacity as soon as possible.
Carniny Carers	Our Extended School Day provision will operate using social distancing guidance, however numbers may be restricted. Breakfast Club will run from 7.45am – 8.30am; Waiting Club will run from 2pm – 3pm and the After School Club will run from 3pm – 6pm. If you are interested in your child availing of this facility, please speak to Miss McCartney. She can be contacted on the following mobile number – 07936454949.
Pupils Who Become Symptomatic in School	If anyone becomes unwell (new continuous cough, high temperature/fever or anosmia), they and any members of their household within school will be sent home. A pupil awaiting collection will be moved to the First Aid room (with adult supervision, using PPE if direct personal care is needed or a distance of 2m cannot be maintained). Window will be kept open for ventilation.