



# High Lane Primary School

## Information for Parents

Welcome to 2022 and a new school term.

Inside this document, you will find reminders and essential information about the systems we will use as we continue to live and work alongside the COVID-19 pandemic.

This guidance supersedes any earlier versions and will be updated as Government guidelines are updated.

Please read it carefully and speak to your child's Classteacher if you need clarification.



### **The School Day**

The removal of the need to teach children in restricted bubbles is not a current requirement by the Government. This means that there is currently no need to stagger start and finish times and use different entrances and exits. This is kept under review and bubbles may be reintroduced if necessary in line with our current outbreak management plans.

**Children should arrive at school from 8.45am. The first bell will ring at 8.55am and school will begin at 9.00am for all classes.**

**Pupils from Years 1-6 should enter the school from the main playground.**

**School will finish at 3.15pm for Years 1-6 and pupils should be picked up from the school playground.**

**Full time EYFS pupils will finish at 3.15pm and should be picked up from the EYFS classrooms from 3.10pm.**

**Half day EYFS pupils should be picked up from the school office between 11.55am and 12.00pm.**

As case numbers are currently very high, we ask that parents and carers wear a face covering if entering the school building or if you are within 2 metres of others anywhere on the school site, including in the playground. All adults should leave the playground promptly once their child has entered the school and should be clear of the school playground by 9.05am.

**Please ensure that your child is on time to school and that you pick them up promptly.**

## **Communication with teachers/office**

In order to keep contact to a minimum and ensure we can get children into school quickly, please do not engage the classteacher in long discussions at the classroom door. Messages can be communicated in advance to the classteacher via ClassDojo, but please be aware that these are not checked during the school day as the teacher is teaching. Urgent information can be passed to the office by phone.



**Please note—All absences must be reported to the office by phone and not by ClassDojo. This will allow us to follow up on the reason for absence promptly. It will also ensure everyone follows the current recommended guidance in the case of a suspected case of Coronavirus, as this guidance changes on a regular basis.**

The table below sets out who to contact for the most common concerns you may have.

<b>I HAVE A QUESTION ABOUT...</b>	<b>WHO YOU NEED TO TALK TO</b>
<b>Class activities/lessons/homework</b>	<b>Your child's class teacher—ClassDojo</b>
<b>Report an absence</b>	<b>School office - 01663 762378</b>
<b>Payments School trips Uniform</b>	<b>School office - 01663 762378 Payment via ParentPay</b>
<b>Absence requests</b>	<b>If you want to request approval for term-time absence, please fill in a request form at least 4 weeks before the start of the requested absence. These are available on the school website or from the office.</b>
<b>Bullying and behaviour</b>	<b>Initial concerns - Classteacher Ongoing/serious concerns - Classteacher or Headteacher</b>
<b>Safeguarding</b>	<b>Mrs A Humphries</b>
<b>School events/the school calendar</b>	<b>Website/School office/Parentmail</b>
<b>Special educational needs</b>	<b>Miss J Royle</b>
<b>Before and after-school clubs</b>	<b>Marple Childcare/Kidzone —0161 427 4730</b>
<b>The governing board</b>	<b>Mr E Hughes or Mrs Y Morton via the school office</b>



## **Equipment**

Most of the equipment that the children need will be provided in school.

- All children **must** bring a warm, waterproof coat. We will be going outside in all but the worst weather.
- They should wear school uniform on all but PE days (see section on uniform).
- School shoes should be worn, apart from on PE days. **Please ensure that children can tie their own laces efficiently and effectively, or that their shoes have a different fastening method.**
- All children bringing their own lunch should bring their packed lunch in a small wipeable box or bag .
- Snacks should be healthy and small enough to fit into your child's coat pocket . There will be no morning tuck shop in the Autumn Term.
- **All food brought into school must not contain nuts.**
- Children with asthma **must** bring an inhaler that can be left in school. This should be in a small , named bag.
- If children get sore hands, they may also bring a small waterproof bag (make up bag sized) with soap in a box and hand cream so that they can sometimes use this when handwashing during the day. This should stay in school.
- Children must bring their own named water bottle for use in class. It must have a wide neck and hold **no more than 0.5 litres of water.** The bottle must be cleaned daily, filled at home and will be refilled by staff as necessary. Plain water only may be brought to school for use in the classroom (no juice or flavoured water).

**Please ensure that your child has all necessary belongings with them to avoid unnecessary parental trips to the school office.**

## Illness

Children displaying any of the currently recognised symptoms for COVID-19, however mild, **must not** come to school. Parents and carers should follow the current Government advice. Please follow the link below for the most up to date advice.

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

Children who have or who develop Covid symptoms in school, however mild, will be sent home to recover and so that parents/carers can arrange for them to be tested.

All children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days. They may continue to attend their setting as normal, unless they have a positive test result or are symptomatic.

The latest Government guidelines regarding when you or your family should self-isolate have changed recently and can be found below.

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>



## Personal Hygiene

Children **must** wash their hands and/or use hand sanitising gel regularly when in school as this remains a primary way we will avoid passing the virus to others. We will regularly remind children of how to do this by singing songs, offering incentives etc. Younger children will be supervised. We understand that some children do get sore hands, parents may like to provide a small waterproof make up type bag, containing a gentler soap (liquid or a bar in a plastic container) and some hand cream for those children who get sore skin. Please do not send them in with their own hand gel as many hand gels do not kill the virus as well, or as quickly, as soap and water does.

Tissues will be provided at school. Please ensure that younger children can use them and understand the 'Catch it, Bin it, Kill it' message. This will be reinforced in school.

Please also, always encourage your child to flush after they have used the toilet, to avoid staff needing to go in and do this for them. Children will be encouraged to wash hands before and after using the toilet and flush handles will be cleaned regularly.

## Cleaning

We continue to employ cleaners who will be present during the school day. They will ensure that high contact points are regularly cleaned with safe detergents throughout the day and bins are emptied. The Caretaker will use stronger chemical cleaners after school.

## Playtimes

To reduce risk, children will wash their hands before and after they eat their snack at playtime. They will no longer need to social distance or play solely within their own class bubble.



## Uniform

As advised in the newsletter at the beginning of the Summer Holidays, children should wear full school uniform as outlined below on all days where they do not have a PE lesson.

### **Uniform**

#### **Boys:**

grey trousers  
school sweatshirt (or plain red)  
  
white polo shirt  
grey socks  
black school shoes (no trainers)

#### **Girls:**

grey skirt or trousers  
school sweatshirt / cardigan (or plain red)  
white polo shirt  
white socks  
black school shoes (no trainers)  
  
dresses - red gingham for Summer (optional)

## **PE and Games**

Following the success of adapting our uniform on PE days during the pandemic, we are introducing a simple PE day uniform. **On PE days only**, children should come to school in a simple adapted uniform of:

### **PE Uniform:**

school sweatshirt/cardigan (or plain red)  
plain white or red polo/t shirt  
black or grey joggers, tracksuit bottoms or leggings (black shorts can be worn on hot days)  
trainers



## **Lunches**

We will be returning to tray service for school dinners.

Children may bring their own lunch (cold food only please) or lunch can be provided in school. Lunches are ordered and/or paid for via ParentPay. Infants (Reception, Year 1 and Year 2) and pupils who are entitled to free school meals through pupil premium are entitled to a free meal at lunchtime. For those who pay for school meals, please ensure there are sufficient funds in your account or meal choices will be cancelled automatically by the system.

The menu for September will be available from Monday 2<sup>nd</sup> August. Choices for lunches for the first week back must be made by **Friday 27<sup>th</sup> August**. This is so that the Mrs Maguire, our school cook, can order food in the right quantities to meet demand.

## **Marple Childcare**

For families who need additional childcare, Marple Childcare Kidzone will continue to offer their before and after school service. Numbers are limited, so please contact them on 0161 427 4730 if you require this service.

This year, Marple Childcare has moved location to the old Reception classroom in the main school building. This will enable the children to have increased use of the school playground and all weather pitch. Please use the old Reception class door near the Fairacres Road playground gate for drop off and pick up.

## **Extra Curricular Clubs**

We are looking forward to re-introducing after school clubs and music tuition during next half term. More information will follow in September.

**We understand that there is a lot of information in this document, and there will be adaptations to it as and when the need arises.**

**Thank you for your co-operation**

Alison Humphries

Headteacher