



## St. Anne's Primary School

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Principal: Mr. H. Duffin B.Ed. (Hons), PQH

24<sup>th</sup> August 2021

Dear Parent/Guardian,

I trust this letter finds you and your family well. I hope that you all had a restful and refreshing summer.

I am sending this letter to update you on arrangements St Anne's Primary School have put in place, considering details included in the Department of Education's revised 'Covid 19 guidance for Educational Settings', to facilitate the safe return of pupils to St Anne's classrooms.

The Department of Education's revised 'Covid 19 guidance for Educational Settings' document provides a framework we will follow to welcome St Anne's pupils back to school. In line with this guidance, St Anne's P.S. intends to open for all pupils on a full time basis, considering the details below.

### **Return to school arrangements**

- ALL pupils will return to school on Wednesday 1<sup>st</sup> September.
- The school day for P2-P7 pupils will begin at 9.00am and end at 2.00/ 2.50pm as usual.
- Gates will open at 8.50am. Pupils must move directly to their classrooms from the school gate between 8.50 and 9.00am.

### **Social Distancing Bubbles**

We aim to maintain our social distancing bubbles, in line with The Department of Education's revised 'Covid 19 guidance for Educational Settings' document, by minimising the mixing of classes and interaction with others as much as possible whilst they are on St Anne's school site.

To facilitate social distancing class bubbles, our entry and exit arrangements are:

- P1 and P2 leave school grounds at 2.00pm (this varies for P1s through September), exit through the main pedestrian gate

- P3 and P4 leave school grounds at 2.50pm, exit through the lower pedestrian gate (P1-2 playground)
- P5 and P6 leave school grounds at 2.50 pm, exit through the lower pedestrian gate (P1-2 playground)
- P7 leave school grounds at 2.50 pm, exit through main pedestrian gate

No parents will be permitted on school grounds unless in exceptional circumstances. The preferred method of communication is by phone or by arranged appointment. Please maintain two metre social distance when waiting for your child to gain entry to the school grounds.

### **Breakfast/After Schools clubs**

In line with The Department of Education's revised 'Covid 19 guidance for Educational Settings' document, we will resume our Breakfast Club provision on a trial basis. Registration for Breakfast Club will be completed through an online form on our school website. Children will be supervised in class or family bubbles at Breakfast Club.

**Breakfast Club will begin at 8.00am on Wednesday 1<sup>st</sup> September and will cost £3 per child per day.** Breakfast Club charges include supervision from 8.00 to 8.50am, cereal, juice and toast. We will keep this provision under review.

To attend Breakfast Club, registration must be completed by 7am on the first school day of that week. Money should be sent to school on the first school day of that week.

There will be no After Schools Clubs until further notice.

### **Breaktimes and Lunchtimes**

Breaktimes and lunchtimes will be staggered to facilitate the 'bubble' strategy. School Meals will be provided at no cost to those entitled to a free school meal or priced at £2.60 for all other pupils. Parents must complete the online school meal order form, found on our school website <https://www.stannescorkey.com/parents/dinner-menu/> by 9am on a Monday morning if they wish their child to receive a school meal any day of that week.

I would encourage anyone who believes they may have entitlement to apply for **Free School Meals** on the EA website. <https://www.eani.org.uk/node/1075> even if you do not intend to take a free meal. Anyone paying for a school meal must send their money in on the first day of the school week. Dinner money will not be accepted at any other time.

As staff cannot handle children's food, please ensure all food sent to school is prepared, ready to eat, i.e. oranges peeled and segmented, apples sliced, grapes cut lengthways etc.

School milk will be made available this year. Online order forms will be posted to our school website at the beginning of term.

## **Transport**

School bus transport will be provided by the EA. This must be arranged directly with the EA via an online application found on their website:

<https://www.eani.org.uk/financial-help/home-to-school-transport/transport-online-applications>

Face masks must be worn on school transport. Transport will commence on 1<sup>st</sup> September on the usual route.

It is advised that, in the interests of reducing the spread of Covid 19, any parents who can make alternative arrangements for their children's transport to and from school should do so.

## **Hygiene**

Please reinforce good handwashing techniques with your children as handwashing in school must be done independently.

Staff will apply hand sanitiser to all pupils' hands on entry to the school grounds. A number of opportunities will be provided for handwashing with soap throughout the day. Children will again have hand sanitiser applied as they leave the school grounds. Any children with sensitive skin who require a specific sanitiser may bring it to school and apply it, supervised by school staff, at the gate as they enter the school grounds.

Please ensure your child brings a full packet of tissues to school each day. Pupils may also wish to bring a small hand sanitiser for their desk. Reinforce good coughing and sneezing etiquette: i.e. sneezing and coughing into a tissue and putting it into a bin immediately. Cough or sneeze into an elbow if no tissue is available, then wash hands immediately.

Pupils must bring their own pencil case to school, containing 2 pencils, rubber, sharpener, Pritt Stick, child friendly scissors, ruler, coloured pencils/crayons and whiteboard marker. Children will not be permitted to share personal items with their peers. Any pencil cases brought into school should be brought home each evening.

Pupils should not wear PPE in class, however, face masks must be worn if travelling on school transport. Fresh school uniform each day is recommended but not essential.

The school will be thoroughly cleaned at the end of each school day with a product recommended by DE in line with PHA guidance. Ongoing, regular cleaning of 'high touch incidence' areas such as door handles and desks will happen throughout the school day. Efforts will be made to reduce need to touch any surfaces unnecessarily.

## **School Uniform**

Our school uniform can be purchased from Selekt Kids and Teamkit in Ballymena. Our uniform is:

- Red jumper with St Anne's shamrock logo
- White polo shirt
- Black trousers or skirt
- Black shoes/plain black trainers

PE Uniform:

- Pupils will not change for PE at this time.

**We strongly encourage all pupils to wear correct uniform,** as detailed above, every day.

Children should bring a schoolbag to school, ensuring they have a self-contained space to keep their lunch, water bottle and books in.

## **Homework**

We intend to share details of homework on our school 'Home Learning' webpage daily. The website address is: <https://www.stannespscorkey.com/parents/home-learning/>. The password will be shared by text message. Homework will be completed on sheets/books sent home with your child, and returned daily. We will continue to use electronic media for the return of some homework.

## **Book return**

Please return any outstanding books as soon as possible

## **Communication**

We aim to minimise the amount of material moving between school and home. Considering this, we will, as far as possible, publish all information, notes etc. on our school website, school text message service or Teams instead of sharing paper copies.

We look forward to welcoming all our pupils back on the 1<sup>st</sup> September. Please call 02827641429 or contact me on [hduffin422@c2kni.net](mailto:hduffin422@c2kni.net) if you have any questions or concerns relating to the new school year.

Kind regards,



Henry Duffin (Principal)