



Through the light of God we grow

Manston St James Primary Academy

Sandbed Lane
Cross Gates
LS15 8JH

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Co-CEO: Ms Catherine Garrett

Co-CEO: Mrs Helen Pratten

Headteacher: Mrs A Dunn

16th July 2020

Dear Parent / Carer,

As you are aware, the government has announced that schools should prepare for all pupils to return full time from the start of the autumn term. It is recognised in the government guidance that: 'younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group' and that: 'all teachers and staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.' For the full guidance, see: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

In addition to following the stringent hygiene systems of control for the prevention of infection, the government have stated that schools should (where possible):

- Group children together e.g. in classes
- Avoid contact between groups
- Arrange classrooms with forward facing desks*
- Have their staff maintain distance from pupils and other staff as much as possible

*Parents/carers should be aware that we cannot achieve this in our Reception and some of our KS1 classrooms due to the provision required. Pupils with additional needs in KS2 may also need to be seated in a group arrangement during certain lessons, to enable them to be effectively supported.

In planning to safely open school to all our pupils, and to adhere to the guidance as much as possible, we will be phasing the entry of year groups across the first week of term. This will enable us to review the controls within our risk assessment thus ensuring that we have all the necessary measures in place to keep all children safe.

The table below provides the dates on which each year group will return to school. Once your child has returned, they will be expected to attend every day.

Return to school date	Year Groups
Monday 7th September	n/a (Training Day)
Tuesday 8th September	Year 1 and Year 4
Wednesday 9th September	Year 2 and Year 6
Thursday 10th September	Year 3 and Year 5





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We have also made slight amendments to the school day for different groups of pupils. As stated in the guidance: 'staggered start and finish times should not reduce the amount of overall teaching time' and we have therefore, in addition, condensed lunchtime to allow for this.

The organisation in the table below is intended to keep groups apart as they arrive and leave school:

Start of day	End of day	Class Group
9:00	3:00	Reception
8:40	3:05	Year 1
8:50	3:15	Year 2
9:00	3:25	Year 3
8:40	3:10	Year 4
8:50	3:20	Year 5
8:30	3:05	Year 6

It is vital that these times are strictly adhered to and that parents and carers leave the school site promptly after drop-off and pick-up. If you need to wait outside of the school gate to pick up a sibling at a later time, social distancing must be observed. The government guidance asks us to remind parents not to gather at the school gates and that otherwise coming onto the site without an appointment is not allowed.

Although school attendance will be mandatory again from the beginning of the autumn term, we recognise that there will be anxiety about a full-time return to school. In some cases, alternative arrangements may need to be put in place to facilitate a successful return for individual pupils and we will work together to support those families who require this.

We have produced a booklet that provides further details of our reopening plans; a copy of this will be emailed to parents before the start of the new term. Within the booklet you will note that children are asked to come to school wearing their PE kit on their PE day (they should be in full school uniform on other days). The table below indicates which day your child will have PE. Please note PE lessons will begin in week 2 – week beginning 14th September. Information will be communicated to our new reception class separately.

Year Group	PE day
Year 1	Tuesday
Year 2	Wednesday
Year 3	Thursday
Year 4	Tuesday
Year 5	Thursday
Year 6	You will receive a separate letter with this information - PE days in Year 6 will rotate between a Monday and Friday on a three week programme.





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It is important that I stress that the details within this letter are subject to change should further government guidance be issued that affects school reopening in September for example, if a national or local lockdown were to occur.

As always, I will update you if/when we have any further information to share; this may be during the summer holidays so please check your emails regularly. In the meantime, I hope you all stay safe and well and we look forward to welcoming everyone back in the week commencing 7 September 2020.

With thanks for your ongoing patience and support.

Ashleigh Dunn
Headteacher

