

St Gabriel's

NEWBURY

Junior School Autumn Term 2020 Arrangements



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Dear parent,

I hope that you and your family have been able to enjoy a wonderful summer and that you are all looking forward to the return to school on Monday 7 September.

We have been busy planning the detail of arrangements for the Autumn Term based on guidance from government as well as the successes from the Summer Term. These arrangements are centred on making school as safe as possible whilst keeping pupils' experience of school life as normal as possible.

We understand that some children may still have some anxieties about the current situation and will be prioritising their emotional well-being as they adjust to new classes, new teachers and some new routines. A full timetable will be in operation with wraparound care in place. Further details can be found in this document with more to follow as required.

Please note, in line with current guidance we are currently not expecting Junior pupils to use face coverings. The exception to this is for pupils travelling on school minibuses and further details of this will come out separately.

Please also refer to our **risk assessment** on the website.

We are so looking forward to having pupils back in school but I would just like to ask that you as a family follow government guidelines closely outside of school to ensure that the safety of our school community is not compromised in any way.

I hope that you enjoy the last week of the holiday.

Kind Regards

Peter Dove
Head of Junior School

Bubbles

We have grouped year groups together in the following way, although they will have lessons in their separate classes or sets (with the exception of PE where Key Stage 2 pupils are taught in their bubbles).

1. Reception, Year 1 and Year 2
2. Year 3 & 4
3. Year 5 & 6

For playtimes, each bubble will have its own allocated area. Reception will stay in their playground.

Each bubble has its own allocated toilets and in most cases each class has its own allocated toilet.

There will be no Junior assemblies en masse – these will be done virtually or in bubble groups.



Drop-off and Pick-up

The playground will be supervised from 08.15 to 08.30 when the bell will ring for registration.

Please be prompt for these times to help us organise pupils for the school day.

Parents/carers will be able to bring their children into the playground through designated gates and leave them to wait in the allocated areas below. We will not be routinely checking temperatures on arrival. In the first few days, we understand that parents may wish to wait with their children. During this time, we will be asking children not to run around.

- Reception enter lower gate and wait on Reception playground
- Year 1 & 2 enter the main double gate then wait in the courtyard
- Year 3 & 4 enter the middle gate then wait on the grass/rubber bark area
- Year 5 & 6 enter the top gate then wait in the area outside the kitchen door
- Pupils wait in their allocated areas until the bell rings at 08.30 – they then go straight in to form rooms
- Parents exit via the same gate as above and are **not permitted to enter buildings**

Parents of pupils in Year 5 & 6 are encouraged to use the drop-off bays and allow children to make their own way into the playground.

In inclement weather, teachers will be in their form rooms from 8.15 and pupils should go straight in, on arrival at school.

If pupils arrive late between 8.30 – 8.45

- Reception pupils should be taken to the veranda gate
- Year 1, 2 & 3 will be collected from the playground by a TA
- Year 4, 5 & 6 should make their own way to their classrooms

If pupils arrive late after 08.45

- Parents must phone the main office 01635 555680 to let office staff know they have arrived. Parents must not enter the school building.
- Office staff will contact a Junior member of staff to arrange meeting the parent and pupil on the playground to escort the pupil to their classroom.

For pick-up at 16.00, pupils will be dismissed to parent/carers in the same allocated areas of the playground in the usual way and exit through the same gates as in morning.



Timetable

We will be operating a normal timetable which will be shared with pupils on their first day back in school. Please note that Year 3 and 4 now have their Games afternoon on a Thursday from 13.50 - 16.00.

Uniform

We would like pupils to wear uniform on the days they do not have to change for PE or outdoor education lessons. Please consult the table below for information, however, we will allow minor variations and flexibility if required during these times: the important thing is having children in school.

At the start of term, either Summer or Winter uniform may be worn.



Day	Uniform	PE Kit
Monday	Reception, Year 1, 2 and 3	Year 4, 5 and 6
Tuesday	Year 4 Aidan & Alban Year 5 (see note*) Year 6 Aidan & Alban	Reception Year 1, 2 and 3 Year 4 Bede & Chad (til 3/11) Year 5 Aidan & Alban (from 10/11) Year 6 Bede & Chad (til 3/11)
Wednesday	North block entrance by ICT2	Reception Year 1, 2, 3, 4, 5 and 6
Thursday	Year 5 and 6	Reception Year 1, 2, 3 and 4
Friday	Reception, Year 1,3 and 4	Year 2, 5 and 6

Hygiene

We will be asking pupils to wash and sanitise their hands at regular intervals during the day. Every classroom will have hand-washing kits.

Gabbies

This will be closed to parents and pupils until further notice.

Books

Reading books may go home but they must be placed in a return box in the classroom where they will be kept for 48 hours before being returned to the class shelf.

Pupils may bring home exercise books for homework tasks. Please ask them to wash/sanitise their hands before and after using their books.



Visitors

There will be **no visitors** allowed on site until further notice during the school day but parents are welcome to email us with any queries.

Water

Pupils should bring a full, named water bottle every day. They will be able to refill this if needed.



Clubs

The following clubs are now on offer during the Autumn Term for Junior School pupils.

Time	Monday	Tuesday	Wednesday	Thursday	Friday
Morning 8.50am - 9.10am			School Council Year 3 - 6 8.50am - 9.10am Miss Smith Dining Room		
Lunch time 12.40pm - 1.10pm	Sewing Club Year 3 - 4 12.40pm - 1.10pm Miss Bowen Year 3 Classroom (Maximum 10) Football Club Year 5 - 6 12.40pm - 1.10pm Mr Dove Front Lawn/ Sports Hall	Football Club Year 1 - 2 12.40pm - 1.10pm Mrs Webb Front Lawn (Maximum 12) Movie Making Year 3 - 4 12.40pm - 1.10pm Ms Moth Year 3 Classroom (Maximum 10) Art Club Year 5 - 6 12.40pm - 1.10pm Mrs Thrower Junior Art (Maximum 12)	Yoga Year 2 12.40pm - 1.10pm Miss Bloomfield Year 2 Classroom (Maximum 8) Running Club Year 3 - 4 12.40pm - 1.10pm Mrs Hayes Front Lawn Word Games Year 5 - 6 12.40pm - 1.10pm Mrs Davidson 5G Classroom	Board/Card Games Year 2 12.40pm - 1.10pm Ms Lawrence 2G Classroom Ball Skills Year 3 - 4 12.40pm - 1.10pm Mrs Pasternakiewicz Sports Hall Art Club Year 5 12.40pm - 1.10pm Mrs Thrower Junior Art (Maximum 12) Horrible History Year 6 12.40pm - 1.10pm Mrs Wilkinson 6S Classroom	Choir Year 1 - 2 12.40pm - 1.10pm Mrs Bloxsom Reception Classroom (Maximum 15) Art Club Year 3 - 4 12.40pm - 1.10pm Mrs Thrower Junior Art (Maximum 12) Fitness Year 5 - 6 12.40pm - 1.10pm Mrs Hart Sports Hall
After School 4.00pm - 4.45pm	Dance Year 5 - 6 4.00pm - 4.45pm Mrs Hastings Dance Studio	Mandarin Year 3 - 4 4.00pm - 4.45pm Year 4S Language Assistant from 3/11/2020 4S Classroom	Philosophy for Children Year 4 4.00pm - 4.45pm Mrs Dye 4G Classroom Mandarin Year 5 - 6 4.00pm - 4.45pm Year 5 Language Assistant from 3/11/2020 Year 5 Classroom	Staff Meeting	



Wraparound Care

Breakfast Club 07.30 - 08.25

No pre-booking required at present.

A limited menu of toast, muesli, Weetabix, Rice Krispies and fruit juice will be available for pupils to order on the day.

Pupils should be taken to the side door of the dining room (off the track to the left of the building) for handover to a member of staff and to confirm any food order.

Food and childcare costs will be added to parents' accounts.

Breakfast Club Menu

Toast x 2 = £1.50

Bircher Muesli = £1.75

Weetabix = £0.80

Rice Krispies = £0.80

Orange or Apple Juice = £0.80

After School Club/Prep 16.00 - 18.30

Places must be booked by 08.45 each day using homelink books/pupil planners in the usual way.



Reception, Year 1 and 2 will take tea in the dining room at 16.00 then move to the House – upstairs and playground at approximately 16.40. Parents/carers should pick up from the veranda gate by calling the dedicated school mobile number so that staff know they are there.

Year 3 & 4 will be based in IT1 and take tea at 17.00 in the dining room.

Year 5 & 6 will be based in IT2 and take tea at 17.00 in the dining room.

For these bubbles, to avoid congestion, parents/carers will call the dedicated school mobile number when they arrive at school and are ready and waiting in the area outside the music studio. Staff will then release children along the walkway, when they have seen the parent/carer.

Parents/carers may not enter any buildings for drop-off or pick-up.

Pupils will not be able to use the computers in the IT rooms.

For pick up from After School Club, you will need to call a dedicated phone number for each bubble room.

Please look out for confirmation of these numbers next week.



Assemblies

We will not be running Junior assemblies together in the usual way but there will be virtual assemblies or bubble group assemblies as follows:

- Monday morning – Mr Dove/Miss Smith – to include achievements and effort awards
- Wednesday morning – Mr Smith
- Friday afternoon – Class Assemblies by rota

Peripatetic Music Lessons

All instrument lessons will be virtual and via Teams. Pupils in Year 3 and below will have their lessons time-tabled out of school hours so that they can access them safely at home. Pupils in Year 4, 5 & 6 will have their virtual lessons in a practice room in school – accessed via their school iPad and Teams. Parents are asked to help their children add their lessons to their Calendar and set a 5 minute reminder.



Lunch

We will be providing pupils with a meal every day and each bubble will eat together in the dining room with staff at the following times.

Time	Year
11.45	Reception
11.50	Year 1
11.55	Year 2
12.10	Year 3 & 4
12.15	Year 5 & 6

The bubbles have their own allocated areas for play at lunch:

- Reception – in their usual playground
- Years 1 & 2 – front playground
- Years 3 & 4 – back lawn zone 1
- Years 5 & 6 – back lawn zone 2

If wet play, pupils will stay in their form rooms.



Ballet

There will be no ballet lessons at the current time.

Evacuation Drill

Please note the assembly point for an evacuation drill has now changed to the front lawn. We will walk pupils through this during the first weeks of term.



Arrangements for Monday 7th September 09.30

Junior pupils may arrive at school from 09.15 for registration at 09.30. **Please note this later start time which is usual on the first day of the new school year.**

Members of staff will be on duty from 09.15 on the playground to guide families to the correct gates and waiting areas.

Staff will come to the playground at 09.25 to greet new pupils and escort their classes to form rooms.

Pupils in Breakfast Club will be brought to the playground at 09.15.

Pupils arriving by school minibus or with siblings before 09.15 should go to Breakfast Club



Medical

A member of your household or a close contact displays symptoms of Covid-19

(A close contact means you have had face to face contact for any time within 1 metre, or you have been within 1-2 metres for over 15 minutes, or you have travelled in a car with that person.)

1. Call Jen on 07503 374733
2. The individual with symptoms should have a Covid-19 Test. (Anyone with symptoms can book through the NHS Test and Trace website or by calling the NHS number 119.)
3. Anyone in the household or identified close contacts should self-isolate at home for at least 14 days from the time the symptoms started

If the school becomes aware that a pupil displays symptoms of Covid – 19 while at school.

1. The School Nurse will be contacted
2. The pupils will be directed to the isolation facility
3. The parents will be contacted to collect the pupil urgently and the pupil will be supervised until collection.
4. The parents should be prepared to take the child for Covid-19 testing and the household would then begin 14 days' isolation.

Is your
test result
positive or
negative?

Negative

If the individual feels well and does not have a temperature they can return to school.

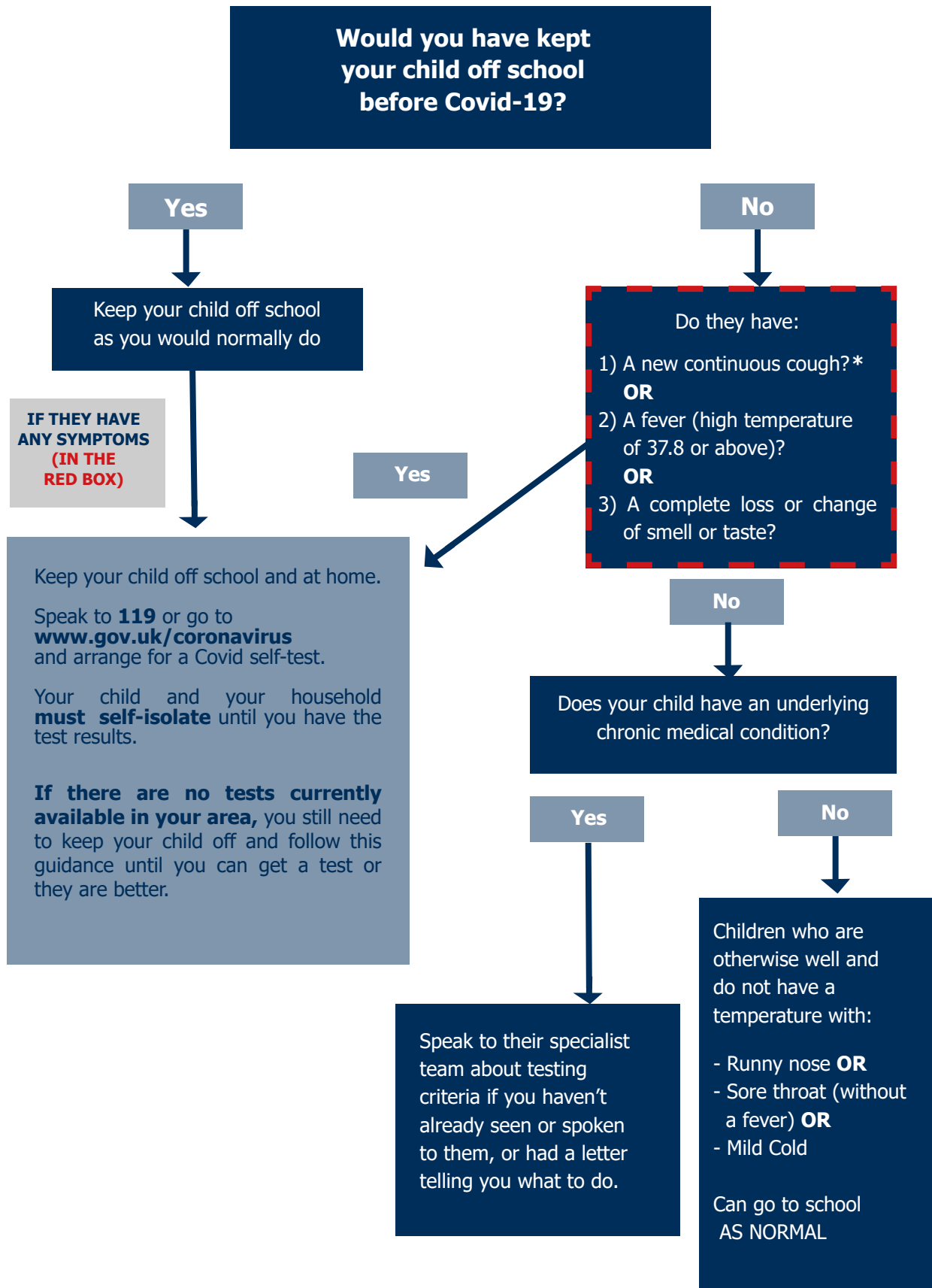
Positive

The positive individual self isolates for a minimum of 10 days (longer if their temperature remains elevated.)

Inform the school and engage with the NHS Test and Trace system to identify any individuals who have been in close contact with them.

Close contacts of a positive testing individual from the school community will be instructed to self-isolate for 14 days. (Household members of this close contact would only be required to isolate if they become symptomatic during this period.) If this close contact becomes symptomatic they should be tested and the relevant isolation would apply from the start of their symptoms for them and their household.

Guide to school attendance



* A 'continuous cough' is defined currently as someone who is coughing for at least 3 hours a day. This is difficult to determine in a child, but applies when a child is coughing a lot for more than an hour, or has three or more coughing episodes in 24 hours.

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Excellent Teaching & Learning