

Email from Matthew Bartlett, Head Master, and Karen Brown, Junior School Depute: Early Years

Tuesday, 16th February 2021

Dear Parent/Carer,

We are delighted to confirm that this afternoon, the First Minister confirmed that our KG-P3 pupils will be returning to school on Monday 22nd February. Nothing will give us greater pleasure than to start to welcome back our youngest pupils and to begin to see Hill Street coming back to life with teaching and learning take place in person.

This will be very exciting for the pupils and perhaps a relief to parents who have shared the learning journey of their children. It is of course crucially important we continue to keep everyone safe: pupils, staff, and parents who are picking up and dropping off. We attach the details of this and we would ask that you read very carefully how we will be operating. We are totally in compliance with the updated guidance also issued today.

We understand that there can be frustrations that we have to pick up and go and avoid conversations with friends or a chance to play in the park. However, the success of the return of Early Years will influence the government in allowing other year groups to return and so we are all working together to ensure the quickest and safest return possible.

One change in the regulations is that breakfast club and after school care can only be made available for the children of key workers and any bookings for this need to be made through Mrs Brown. We use the definitions and explanations of key workers which are repeated in today's guidance. We appreciate this can be difficult for people but we hope you will understand that in this as in every other matter we are restricted by guidance/regulations.

Our small class sizes, lack of composite classes and generous staffing assist in keeping everyone safe and by reading and following our safe operating procedures you will collectively continue to support all our community.

We very much look forward to welcoming you back to Hill Street, albeit at a distance from next Monday

Kindest regards

Matthew Bartlett
Head Master

Karen Brown
Junior School Depute: Early Years

St Aloysius' College

Safe Operating Procedures – Junior School

Drop off

No children should be on site before 8.30pm unless registered for our Breakfast Club. Junior School access is for children only and through the rear door from the lane. Drop off should be as swift as possible and there will be no parking or access to the playground areas with the exception of Kindergarten parents and carers who may use the top car park.

The following will apply:

- All children arriving between 8.30-8.55am
- All children to be met in lane by member of staff
- P.3 children use the lower playground
- P.2 children use the main playground
- P.1 children to make way to class following the one-way system
- Kindergarten only in top car park.
- Kindergarten only to use Mercy Passage.
- **2 metre social distancing to be observed in all drop off areas. Parents and carers must adhere to this at all times**
- **Masks to be worn by staff, parents, and carers.**
- Parents, carers, and children admitted to Kindergarten drop off outside area one family at a time. One parent dropping off.
- Key worker hub pupils to be dropped at Sports Building and wait in green tarmac outside area with staff member.
- Families with multiple children can dropped in the lane and member of JSLT will accompanied to Sport Building if required.
- Pedestrians should enter the rear playground by side gate where they will be met by JSLT to direct pupils

Pick Up

The car park area will open at 2.45pm prompt and gates will then be closed at 3.10pm.

There will be a slight staggered pick up times and pupils will be dismissed from different doors.

Class	Dismissed from	Time
HUB	Sports building	3.20-3.30pm
P.3	Back door	3.15 pm
P.2	ICT	3.10 pm
P.1	Back door	3.10 pm
Kindergarten	Mercy passage	From 3pm – 4. 30pm Social distance markers used.



- Class collection zone marked off at exit to allow teacher space to match children to adults safely.
- **One parent/carer at pick-up area and 2 metre distancing must be observed at all times.**
- **Masks to be worn by staff, parents, and carers.**
- Classes to arrive **promptly** for dismissal.
- All children must remain with adults once collected.
- If waiting for older siblings must wait in car or beside adults and hold hand.
- Playgrounds not to be accessed by children after dismissal.
- **Please leave the site as soon as you have picked up your child/ren**
- JSLT on duty to oversee and assist.
- The park opposite should not be used to ensure compliance with national guidance and to ensure we respect our neighbours
- Pupils staying for After School Care remain in class with Classroom Assistant or ASC staff member.

Breaks

Breaks will be at the same time but all year group bubbles to use separate areas.

Staff who are registered First Aiders assigned for all playground duties and are able to triage all minor ailments as required.

Lunch

All children should bring a packed lunch, snacks and their own water bottle. Both should be clearly marked with the child's name. **No hot lunches are currently available.**

Classrooms

All COVID regulations previously in place to remain.

Breakfast Club

This will run in the Atrium from 7.45am-8.30am. Parents and carers should drop their child off at the Junior School reception.

As per the updated national guidelines published today, this service is only available for pupils where parents/carers are keyworkers. All parents/carers should register for this provision by contacting kbrown@staloyusius.org.

We are not able to provide the usual breakfast service but children will be provided with a restricted menu.

This is a paid service.

After School Care Provision

This will run **from end of school day until 6pm** Monday through Friday commencing Monday 22nd February.

Primary 1, Primary 2 and Primary 3 - 3.15-6pm

Kindergarten 4.30-6pm

As per the updated guidelines published today, this service is only available for pupils where parents/carers are keyworkers.

Children will remain with their year group 'bubble' and After School Care staff or Kindergarten Key workers will supervise. All parents should register for this provision by contacting kbrown@staloysius.org.

Children accessing the Hub will also be able to use the Aftercare facility which will be available to them from 3.30pm until 6pm.

This is a paid service.

After School Care Pick Up

Parents/carers should report to Junior School reception for After School Care pick up. Reception staff will telephone and pupils will be brought to the door.

Uniform

Full school uniform should be worn by all children attending school from 22nd February. Please contact Mrs Brown if you have any questions about this. **This includes pupils attending the Key worker hub.**

PE uniform should be worn on PE days. As all PE sessions will be outdoors can you please ensure the children also have dark coloured joggers or leggings and suitable footwear to keep warm.

Kindergarten - Friday

P.1 – Tuesday

P.2 – Monday

P.3 – Thursday

Suitable warm coats with hoods, hats, gloves and scarves are advised for all pupils while the weather is still cold. The children will be outside every day for fresh air and this will include some inclement weathers.