



St Mary's Church of England School

Infants:

Amyand Park Road
Twickenham
TW1 3HE

T: 0208 892 5840
F: 0208 744 9027

Middle:

Strafford Road
Twickenham
TW1 3AD

T: 0208 249 6836
F: 0208 891 1904

Juniors:

Richmond Road
Twickenham
TW1 3BA

T: 0208 892 7849
F: 0208 607 0420

E: info@st-marys.richmond.sch.uk

www.st-marys.richmond.sch.uk

Friday 29th May 2020

Dear Parents and Carers,

Yesterday, the Government confirmed Schools would begin a phased opening from w/c 1st June. We have already sent you the details of our plan last Friday (copy below). *Please note information regarding your child's "pod", teacher, start and finish times will be emailed to you separately. It is vital that these times are kept, to avoid congestion at the gate*

We realise all children would like to return to their teacher, but we must adhere to the guidance which restricts us from swapping adults from one pod to another. It would be helpful if you could share the welcome message with your child if you haven't already, which will give your child sight of the teacher they are to be taught by:

<https://st-marys.richmond.sch.uk/home-learning-reception/>

<https://st-marys.richmond.sch.uk/home-learning-year-1/>

<https://st-marys.richmond.sch.uk/home-learning-year-6>

Pupils in Year 6 usually walk to and from school alone or with their friends. It is important that children don't mix with others outside of their pod on the way to and from school, so we are asking, where it is possible, that Year 6 children are brought to and from school by their parents.

Guidance from the Government about those returning to school is clear; parents are asked to ensure their children arrive having had their temperature taken before leaving home and have washed their hands before leaving the house.

Wrap around care

The Government has given the following guidance on wrap around care:

You should only run such provision if you are able to keep children within the groups they are in during the day or safely distanced.

As such, we are asking parents not to use using wrap around care. This protects all children and staff and keeps the pods intact.

Parents and visitors are not permitted on to the school premises. Please use office emails to make contact should you require anything at all. For pupils in Reception please email infantsite@st-marys.richmond.sch.uk. For pupils in Year 1 please email middlesite@st-marys.richmond.sch.uk. For pupils of Keyworkers and Year 6 pupils please email info@st-marys.richmond.sch.uk

In the 10 weeks since your child attended school, they may have outgrown their school shoes, we understand therefore, if they need to wear other footwear. We have quite a collection of lost property, so if your child has also outgrown uniform we have lots to assist you, just let us know what you need via email (see email addresses above).



St Mary's Church of England School

Infants:

Amyand Park Road
Twickenham
TW1 3HE

T: 0208 892 5840
F: 0208 744 9027

Middle:

Strafford Road
Twickenham
TW1 3AD

T: 0208 249 6836
F: 0208 891 1904

Juniors:

Richmond Road
Twickenham
TW1 3BA

T: 0208 892 7849
F: 0208 607 0420

E: info@st-marys.richmond.sch.uk

www.st-marys.richmond.sch.uk

Our school meal supplier, ISS, will be providing packed lunches only, which your child will eat in their classroom. If, however, you would prefer your child to bring his/her own packed lunch to school you must let us know by Monday 1st 12 noon via the survey link below. If you have more than one child returning to school, please complete this survey for EACH child. *If you are happy for your child to continue to have an ISS packed lunch, there is no need to respond.* Thank you:

<https://forms.gle/qbdoN3EADJoxgnrK6>

Later on today, we will be sending you further information about ways you can support your child with the transition back in to School. There are some helpful links to books, which may assist in managing any anxiety they have about this big step.

Thank you so much for your support as we get things up and running again, we really look forward to seeing the children back in School and working with you for the remainder of the summer term.

Best wishes

Angela Abrahams
Headteacher
headteacher@st-marys.richmond.sch.uk

Friday 22nd May 2020

Dear Parents and carers of pupils in Reception Year, Year 1 and Year 6,

Schools have been asked by the Government to open for your child's year group from June 1st. We await final confirmation, which is expected on May 28th. This letter provides important information on the logistics for your child's return to School, should it happen. Below is important information of our plan, which has been guided by our risk assessment and as such, will enable a safe return to school, please help us to manage the plan by reading and agreeing to abide by it.

Pupils will initially be invited to attend School for three days each week: Wednesdays, Thursdays and Fridays, **starting on Wednesday 3rd June.**

All classes will be split into 2 pods - Pod 1 and Pod 2, containing no more than 15 pupils in each Pod. Only one parent is permitted to bring the child to School and must ensure that they arrive promptly within the window of time allocated to that Pod. The need to ensure that contact is minimised means it is very important times are met.

When you arrive at school, parents drop and collect the pupils at the school gate according to a timetable, the teacher will be waiting. Parents will not be allowed into the school building or the school playground,



St Mary's Church of England School

Infants:

Amyand Park Road
Twickenham
TW1 3HE

Middle:

Strafford Road
Twickenham
TW1 3AD

Juniors:

Richmond Road
Twickenham
TW1 3BA

T: 0208 892 5840
F: 0208 744 9027

T: 0208 249 6836
F: 0208 891 1904

T: 0208 892 7849
F: 0208 607 0420

E: info@st-marys.richmond.sch.uk

www.st-marys.richmond.sch.uk

which is why it is essential that the time provided is adhered to, to avoid congestion at the gate. Parents are not permitted to congregate near the gate before or after drop off/collection.

We ask that discussions with the class teacher are minimised so that children can be dropped off or picked up promptly. If you need to contact the class teacher, then please send a message through the school office. Please note that pupils are welcome to scoot or cycle to school, though these will need to be taken home during the school day by parents and not stored at school. If there is anything that is going to affect pick up or drop off for you on any given day then please e-mail the school office.

Teachers/Timetable

To ensure all children are taught by a qualified teacher, the teaching staff across the School have been utilised. This means your child may not be taught by their usual class teacher and instead, will have a teacher that has experience of teaching the year group. Planning will continue to be created by the class teacher and will be replicated across the Pods to ensure consistency. We realise that some children may be disappointed by not having their teacher back, but we are adhering to Government advice on limiting the interaction between those in each Pod with others.

Please note: some members of staff may wear face masks.

Schools have been asked to ensure an educational service; with the current social distancing arrangements in place this limits, to some extent, what we are able to provide, but be assured we will do our very best.

Our first weeks will be spent transitioning the children back into school, keeping at the forefront of our minds that they all join us with different stories and experiences. Our aims are therefore, to create a safe, happy, enjoyable space to start the reintegration to learning. Our teachers are planning activities based around this, whilst still providing a similar level of learning to those children, who for a variety of reasons are not able to attend school.

Uniform

We would like pupils to wear their school uniform each day they attend. Pupils do not need to wear their sports uniform, though it would be good to bring a pair of trainers. Pupils with shoulder length hair, or longer, **MUST** have their hair tied back.

Lunchtime

All pupils will eat a packed lunch in their classroom. Our meal provider, ISS, will provide packed lunches or your child can bring in a packed lunch from home (which should adhere to our healthy lunch guidance, and come in to School in a self-contained bag which is cleaned daily).

We will be contacting you with a survey asking which option you wish to select for your child.

All pupils MUST have a named School water bottle. Water fountains have been taken out of use.

Book bags must be small and contain ONLY the child's reading book, homework book and trainers.

All pupils will be provided with their own store of stationery, **no pencil cases are permitted in School.**



St Mary's Church of England School

Infants:

Amyand Park Road
Twickenham
TW1 3HE

T: 0208 892 5840
F: 0208 744 9027

Middle:

Strafford Road
Twickenham
TW1 3AD

T: 0208 249 6836
F: 0208 891 1904

Juniors:

Richmond Road
Twickenham
TW1 3BA

T: 0208 892 7849
F: 0208 607 0420

E: info@st-marys.richmond.sch.uk

www.st-marys.richmond.sch.uk

All pupils must come to School with a small bottle of hand sanitiser, where possible this should be pump action rather than a squeeze bottle

During the half term, and once we have confirmation that schools will open, we will send a welcome message to your child and important timetabling information regarding the Pod children have been allocated to, the teacher and start/finish times.

We know this is a period of great uncertainty for us all. Until we are sure that School will be opening week commencing 1st June we are unable to answer any queries relating to this, so please await further communication. Rest assured that we at St Mary's are doing everything we can to plan a safe and successful return to school, whenever that may be, and we continue to hold you all in our thoughts.

Yours sincerely,

Angela Abrahams
Headteacher