



St Matthew's CE Academy

A Member of St Chad's Academies Trust



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How do I find out what is happening?	Check the school website/app daily
Return	If the government and the LA decide that they will implement their plans for the 1st June - the schools risk assessment means that the school will not be ready for other pupils until later
Please read this section carefully	Week Commencing: Monday 1 st June 2020 Key Worker Children: All Week
	Wed 3 rd June – Y6 & keyworker
	Thurs 4 th June – Y6&Y1 & Keyworker
	Friday 5 th June – Y6, Y1, YR, YN & Keyworker
Return if Government and/or LA did not choose 1st June	If there are changes then there will be implications on the plans- a staggered return will be required
Am I guaranteed a place?	No- there is a cap number (this will vary depending staffing numbers available) and there is guidance on priority. Priority is given to key workers and vulnerable pupils, then Nursery, Reception, Y1 and lastly Y6. Please note due to the risks there are very small N place.
How do I let the school know?	The week before an online form will be available to request a place. Numbers are limited because of the school cap number. The request will be for the following week. It will need to be completed every week. You will be advised if you have a space or not. Late submissions will not be accepted if the cap number is reached.
Do I have to fill in the form as a key worker?	Yes you will be required to fill in the form weekly.
My child has an EHCP can they return?	EHCP children have a separate risk assessment - in most circumstances the risks are too high currently because of the inability to follow social distancing. This will be assessed again in 2 weeks time
Attendance- whole week	After the staggered start whole week. Priority is given to key workers and vulnerable pupils, then Nursery, Reception, Y1 and lastly Y6
Key worker and Vulnerable remain a priority?	Yes these are given priority over other groups
Which years?	Nursery, Reception, Y1, Y6 only. Priority is given to key workers and vulnerable pupils, then Nursery, Reception, Y1 and lastly Y6. Please note due to the risks there are very small N place.

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Is it completely safe?	No - even with measure in place there is risk
Will staff and pupils have to be Covid 19 tested before starting this system?	Currently -No the government is only making testing available to those with symptoms
Attendance- What if I choose not to send?	Guidance from the government says we should encourage you to attend but it is your decision and you will not face repercussions if you choose not to send.
Attendance- Key Worker, Vulnerable, EHCP	Key Worker, Vulnerable and EHCP pupils remain a priority - For EHCP it is subject to a specific risk assessment
Attendance- Full Time	Pupil numbers will be determined the cap number. Pupils are expected all day as this will reduce the contact and risk. Requesting days is possible but will depend on the cap number.
Attendance- Part of day	No - Attendance will be for the full day due to the risk of transmission
Numbers per class	The government guidelines is "For primary schools, classes should normally be split in half, with no more than 15 pupils per small group and one teacher". However the trust has agreed that the number in class (and our cap number) will mean that a 2m gap will be maintained where possible - thus there will be space for roughly 8-10 children in a class. (If the school hall is require this can accommodate more pupils).
What happens if staffing levels change?	If staffing levels change then the spaces and availability change. If this happens when the class groups have been established then in may mean the closing of the provision for that class. This may happen with little notice especially if a staff member develops symptoms please check the school website daily and make sure your emergency contact details are up-to-date.
2m Social Distancing	The government has acknowledged that the school cannot maintain 2m distances all the time especially for younger ones this is not just pupil to pupil but also pupil to staff. However as per government guidelines "If you can keep older children within those small groups 2 metres away from each other, you should do so." We will try to maintain 2m distancing as much as possible
Can I come into School?	NO- this includes the lobby area- access to school is by appointment only. If you have a question please ring
If I have a question or information for the school	Please ring the school
Will my child have their class teacher?	No this may not be the case as we will have staff that cannot be in school during this new period.
Will my child always have a teacher?	No this may not be the case - government guidance allows for a number of other possibilities
Infant Free School Meals	As per the government instruction they are only available to pupils who are in school. Those that meet the FSM voucher scheme who are not in school will continue to get vouchers. Those who do not meet the Free School Meal criteria and are not in school as per government instructions will not be provided with food or vouchers.
Free School Meals	As per Government instruction those that meet the Free School Meal criteria and are in school will be provided with food (packed lunch) and

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	will no longer be eligible for the voucher scheme. Those that meet the FSM criteria and who are not in school will continue to get vouchers. Those who do not meet the Free School Meal criteria and are not in school as per government instructions will not be provided with food or vouchers.
School provided food-Lunch	Following government guidelines the school will only be providing packed lunches that can be easily delivered to the child's class and be eaten there. There will be no hot food available. Choices will be either a cheese, ham or jam sandwich. You will need to fill out the weekly form to order these packed lunches.
School provided food- snack	No breakfast, break or snack food will be provided by the school for purchase.
Home provided food	See also FSM and Infant Free School Meals. Please provide your child with a healthy packed lunch and a drink plus if you wish a snack. Please be mindful of the amount of food you pack as in the past some parents have sent too much food and the child has felt guilty for not eating it all. They will not be able to snack on food outside of designated times. Please make sure they have plenty to drink. Please do not provide fizzy drinks. Please ensure that the drink you provide is able to be opened etc. by your child.
Water bottles	Please provide your child with a water bottle - this is additional to lunch time drink. These as per the lunch box will be taken home to be cleaned each day.
Start and end times	The day will have staggered start and end times
Breaks and Lunchtimes	Breaks and Lunch times will be staggered -Lunchtime will shorter - if the weather is fine and the field dry it will give us more options
	The school is currently seeking advice on social bubbles
	Play equipment will not be provided at break time due to the short time frame
	Highly limited play equipment may be provided at lunch time depending on social bubble advice - It is unlikely to be provided in the initial stages
Illness	Do not send them to school - it may be the onset of Covid 19 or if not Covid 19 then it would increase their risk from Covid 19
Illness- Headache	Do not send medication into school the school will not administer it see above and below
Illness- My child is on medication	On the request for a place will be question about medication an individual risk assessment will be made to see if a place can be offered
Illness- Asthma	Guidance is unclear for children. For adults, if it is mild and managed then they can come in - therefore it is assumed this is the same for children. Please get guidance from your doctor. Please put inhaler in a sealed sandwich bag- inhalers can stay with pupil. Please fill in the medical section of the school form.

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Illness- What happens if my child or family member has Covid 19 symptoms	Do not come into school - inform school immediately- follow government guidance. If it is Covid 19 symptoms then you will be most likely to be asked to have a Covid 19 test. If Covid 19 school will follow public health guidelines.
Illness- What happens if my child becomes ill at school	Your child will be isolated and you will be asked to collect them. If it is Covid 19 symptoms then you will be most likely to be asked to have a Covid 19 test. If Covid 19 school will follow public health guidelines.
Uniform	Uniform to be worn on Tuesday and Friday to allow washing of uniform. If this cannot be achieved then non uniform
	Non uniform Monday, Wednesday, Thursday- clothes to be changed each day and washed before re-wearing.
	Non Uniform clothes should be sensible and give appropriate protection from the sun.
	Shoes -trainers for rest of term – please No open toes - socks to be worn in all circumstances
	PE days will be announced. Please provide clothes that are suitable for doing PE but give protection against sun- Tracksuit bottoms or equivalent no shorts (sun protection)
	Sun Hat to be kept at school (to stop transmission from school to home)
	Umbrella (large) So your child can have personal shade- this to be kept at school under table
	1 School bag (rucksack best as they can hang on the back of the child's seat
	Lunch Bag/ box to be kept in school bag
	Water bottle
	Suitable coat - waterproof coat is ideal as it can easily be wiped clean (depends on weather)
	No Pencil cases - your child will be provided with the equipment they need - This will stay with them at their table

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