



4th March 2021

Dear Parents and Carers

### **School Update**

We are so much looking forward to welcoming all the children back to school on **Monday 8th March**.

This letter contains some vital information regarding the changes we have made to ensure that the school is as safe as it can be during the Coronavirus pandemic. Please read it carefully.

### **Queries/Concerns**

For the safety of everyone, we are limiting the number of visitors on the school site. If you have a query or concern please email [admin@olota.uk](mailto:admin@olota.uk) or call the school number. Unfortunately Mrs Gale is not yet able to return to school, however Miss Hurd and Mrs Smith will be picking up calls frequently throughout the day. Calling into the office should be a last resort if the other options are not possible.

### **Attendance**

Children are expected to attend school every day as usual. If your child is unable to attend due to illness or because a household member is self-isolating, please ring the school in the usual way. If we do not hear from you, we will ring you, as we have a safeguarding duty to ensure that all children are accounted for on a daily basis. If you have any concerns regarding your child catching the virus which could prevent their attendance at school, please request a meeting with me as soon as possible by emailing [admin@olota.uk](mailto:admin@olota.uk).

### **Timings**

The timings of the school day **remain the same**. Gates will open at 8.35a.m. to avoid congestion on the pavement. Please remember to socially distance whilst you and your child(ren) are waiting for the building entrances to open at 8.40a.m. The gates will close at 8.50a.m. and after this late marks will be recorded.

If you arrive after the gates and entrances have been closed you will need to ring the buzzer on the main entrance regardless of which group your child is in. Please bring your child to the main entrance and advise us why they are late.

Our Lady of the Angels Catholic Primary School, Queensway, Torquay TQ2 6DB  
Tel: 01803 613095 Email: [admin@olota.co.uk](mailto:admin@olota.co.uk)  
Website: [www.ourladyoftheangels.eschools.co.uk](http://www.ourladyoftheangels.eschools.co.uk)

Our Lady of the Angels Catholic Primary School is committed to safeguarding children.

## **Social Distancing**

As before, all year groups will be kept separate from other year groups at all times. Each year group will be scheduled to have breaks at different times and in different areas to keep them separate. Each year group has its own specific toilet assigned to it.

As we are trying to reduce the number of visitors on the school site, parents of children in Y2 - Y6 are required to say goodbye to their child at either the staff car park gate or main gate. A staff member will be there to welcome your child. If your child is having trouble leaving you then please ask the nearest member of staff for help.

## **Drop off/Pick up arrangements**

<b>Year Group</b>	<b>Teacher</b>	<b>Gate</b>	<b>Entrance</b>	<b>Collection</b>
Reception	Mrs Stone/ Mrs Harvey	Main Gate	Reception steps	Reception playground
Y1	Mrs Corline/ Mrs Williams	Main Gate	Rear Y1 classroom entrance	Main playground
Y2	Mrs Hill	Main Gate	Rear entrance (double doors just past Y1)	Main playground
Y3	Mrs Vooght/ Mrs Harding	Staff car park entrance	Staff entrance	Pre-school gate
Y4	Mrs Tullier/ Mrs Turner	Staff car park entrance	Staff entrance	Staff entrance side gate
Y5	Miss Saunders	Staff car park entrance	Staff entrance	Outside main entrance (Reception)
Y6	Mrs Davenport	Main gate	Main entrance	Outside main entrance (Reception)

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## What to wear and bring

Children should wear normal school uniform each day. Children are not permitted to wear trainers but please let us know if they need to do this on a temporary basis. Children may bring a packed lunch box, water bottle and bag for reading books and homework. Pencil cases are not required. **PE kits, including trainers and plimsolls, are compulsory** and should be kept in school so that they are available every day. We will ensure they are sent home each half term for washing.

## Lunch

School lunches will be provided in the normal way or your child can bring a packed lunch. You can order online at home or your child can order themselves when they get to class. Please note that school dinners should be paid for in advance via the sims pay website.

## If your child is ill

If your child or anyone in your household develops a cough or fever, or loses their sense of smell, your child should not come to school. Instead you should ring 111 and request a Coronavirus test. Please keep the school informed at all stages as this will be an important aspect of controlling the virus at the school.

If a child displays symptoms of the Coronavirus during the school day, they will be removed from class and kept in isolation. You will be contacted immediately to collect them. Government guidelines state that the child should isolate at home for at least 10 days if they test positive for the virus. If they test negatively, they may return to school as soon as they have recovered from the symptoms. If a child tests positively for the virus, all other parents of children in the year group will be informed and all children in the year group will be required to self-isolate for 14 days. In this instance, home learning will be provided via Google classroom.

## How you can help

- Remind your child how important it is for them to wash their hands thoroughly with soap throughout the day when they are prompted.
- Prepare your child for saying goodbye to you at a distance. Young children are going to find this hard; talk to them about what it is going to look like.
- Please adhere to the drop off and entry systems we put in place; we will need to keep you all moving. Please do not congregate with other parents, even at a 2m distance as it will prevent us getting children into school safely.
- Please help to keep the numbers of people on the school site as low as possible. Only one parent should bring a child to school. **Please do not allow your children to play on any of the play equipment** as this is all out of bounds at present.

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- Remember that staff are anxious about catching the virus too. It will be hard for them to talk to you in the way they normally do.
- Let us know if your child shows symptoms so that we can keep the rest of their class safe. Get them tested immediately and inform the school of the results.
- Please adhere to the social distancing guidance when you are not in school. If you and household members have contact with other people you will be selfishly putting our children and staff at greater risk.

We are very grateful to you for your support and understanding as we try to manage this situation in the best interests of our children, families, staff and the national COVID-19 recovery plan. Should you have any questions about the above, please do not hesitate to contact the school by emailing [admin@olota.uk](mailto:admin@olota.uk)

Yours sincerely,



Amelia Harding

Headteacher

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