



20th July 2021

Dear Parents or Carers,

Arrangements for Pupils Attending Alverton School with effect from 7 September 2021

I would like to begin by once again saying a huge “thank you” for your support over the past eighteen months, whether with the children at school or during the periods of home learning. I am grateful to you all for the way in which you have supported your children, and our school, during this time.

The Autumn term begins on Tuesday 7th September and, although we will need to continue to follow the current guidelines that have been set out by the Department for Education in order to keep our children, staff and parents as safe as possible, we are now able to relax many of our existing protocols. We continually review our risk assessments and procedures and our arrangements have been put into place following a full risk assessment process and are in line with guidance from both the Department for Education and Truro and Penwith Academy Trust. I would ask you all, please, to read this letter carefully and ensure that you, and your children, are familiar with the necessary health and safety arrangements.

ORGANISATIONAL DETAILS

Attendance

- School attendance is mandatory for all children of compulsory school age.
- If your child is unwell, please contact us by phone or email as soon as possible in the normal way.
- We need to hold three up-to-date contact details for each child. If we do not currently have three, or these details have changed, please let us know as soon as possible. If a child becomes unwell, we will phone to ask for them to be collected which must happen as soon as possible.

General Organisation

- In line with government guidance, “bubbles” will no longer be used.
- We are hoping to hold the events that we normally host during the Autumn term (eg the Christmas Concerts) but will let you know more about this as the term progresses as we will need to continue to follow government guidance and are not yet able to make a decision about these.

Uniform

- Children should wear their normal school uniform and will need to bring their PE kit, a coat and their wellies.
- On PPA days (Tuesday for KS1, Wednesday for LKS2, Thursday for UKS2 and Friday for Reception), children may wear their school tracksuit or plain black bottoms and their school or plain red jumper or cardigan. Please note that we are moving to plain black shorts (instead of red) for PE as we understand that plain red shorts can be difficult to find. If your child already has red PE shorts, this is absolutely fine and they can carry on wearing them.
- Please note that all items of jewellery, apart from watches, are not allowed. For safety reasons, only stud earrings may be worn and these should ideally be removed for PE or alternatively covered with a plaster. Long hair should be tied back using plain bands without attachments. Children should not wear any make-up or nail varnish.

- Full information about school uniform can be found by following this link <http://www.alverton.org.uk/website/uniform/86630>
- Children from Year 1 to Year 6 will need to bring their own labelled water bottle. This needs to go home each day and be brought in, filled, each morning.
- Children should not bring any toys, games etc in from home.

Breakfast Club

- Breakfast Club will run from Tuesday 7th September for all children from Reception to Year 6.
- The cost remains at £2.50 per day (£1.50 for additional siblings) and will continue to be paid weekly online. There continues to be no charge for children who are in receipt of the Pupil Premium.
- Booking for Breakfast Club is advisable and can be done through the school office. We completely understand that there may be occasions when you cannot book in advance and this is not a barrier to your child coming to Breakfast Club on that day.
- Breakfast Club runs from 8.00am to 8.45am each day. Please do not arrive before 8.00am.

After School Wraparound Provision (Go Active)

Go Active will continue to provide after school provision for children from Reception to Year 6. To book this, or if you have any enquiries, please contact Ed Timmons on 07843 126833 or email alvertonkidsclub@outlook.com.

After School Clubs

We are delighted to let you know that after school clubs are starting again in the Autumn term. A letter will come home about this in September.

Drop Off / Pick Up

- Your child's class has a designated drop off and pick up place (please see the map at the end of this letter). After consideration of how this has worked this year, and having listened to feedback from staff, parents and pupils, we have decided that these arrangements will remain in place from now on.
- We will also continue with our slightly staggered start and finish times as these help with the congestion at the beginning and end of the school day. The doors for the EYFS and KS1 classes (Kittiwakes, Curlews, Puffins, Owls and Kingfishers) will be opened at 8.40am for a 8.55am start and the school day will end at 3.10pm. Key Stage 2 children (Trencrom, Lanyon, Kerris, Bodrifty, Bosigran and Kenidjack) can arrive from 8.45am for a 9.00am start and should be collected at 3.15pm.
- Although restrictions have lifted nationally, the beginning and end of the school day are the busiest times for children and adults congregating together. The one-way system has now ended and our previous guidelines have been removed but we would ask you all to please be considerate of others around the site. We would ask for your support that only one adult drops off or collects children and would encourage you to wear a mask if you feel more comfortable doing so.
- We ask that you please do not arrive on the site until it is time for your child's classroom door to open and that you leave the site as soon as you have collected your children at the end of the day. Thank you.

Parking and Traffic / Travelling to and from School

- The school car park will only be in use for parents / carers who have a car park pass. Passes will be allocated to those who are deemed to be essential users (eg disabled badge holders).

- Please can we ask again that parents do not drive into Toltuff Crescent to reduce congestion and the risk of a child being hurt.

Contacting the school / the school office

- Parents are welcome on the school site and in the reception foyer.
- If you need to speak to your child's teacher or get a message to them, please phone the school office on 01736 364087 or email secretary@alverton.cornwall.sch.uk.
- School dinner money must be given to your child in a named envelope and costs £2.34 per meal. If you need to find out how much you owe, please ring the kitchen staff between 8am-2pm on 01736 366887.
- There is a post box outside the main reception door where you can place any correspondence. This will be regularly checked by our office staff.
- If your child is well enough to be in school but requires us to give them medicine, please bring it to the office clearly labelled with your child's name. You will need to complete a form giving your permission for us to administer the medicine. Please collect the medicine at the end of the school day as we cannot store them in school for any length of time.
- If your child is late or you need to collect them early, please ensure that we know when to expect you.

Lost Property

From September, our Lost Property box will be situated outside the entrance to reception at the front of the school building and will be unlocked between 8am and 4pm daily. If un-named items are found, these will be placed in this box.

Please ensure that all clothing and items your child brings to school are named so that we can return them to your child.

CONTROL MEASURES

The school continues to implement health and safety measures to mitigate risks as recommended by the Schools COVID-19 Operational Guidance July 2021.

Ensuring good hygiene for everyone:

- **Hand hygiene**

Frequent and thorough hand cleaning is regular practice and we will continue to ensure that pupils clean their hands regularly with soap and water or hand sanitiser.

- **Respiratory hygiene**

The 'catch it, bin it, kill it' approach continues to be very important.

Maintaining appropriate cleaning regimes, using standard products such as detergents:

Our cleaning schedule includes regular cleaning of areas and equipment with a particular focus on frequently touched surfaces.

Keeping occupied spaces well ventilated:

We ensure that our school is as well ventilated as possible whilst maintaining a comfortable teaching environment, for example by opening external windows and internal doors to create a throughput of air.

Following public health advice on testing, self-isolation and managing confirmed cases of COVID-19:

- **When an individual develops Covid-19 symptoms or has a positive test**

“Pupils, staff and other adults should follow public health advice on [when to self-isolate and what to do](#). **They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19** (for example, they are required to quarantine).

If anyone in [the] school develops [COVID-19 symptoms](#), however mild, [they should be sent] home and they should follow public health advice.

The household (including any siblings) should follow the PHE [stay at home guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).” (Schools COVID-19 Operational Guidance July 2021)

Asymptomatic Testing

The Department for Education have asked primary schools to participate in Covid tests for school staff. We self-test at home twice a week and report results promptly. The government plans to review these arrangements at the end of September.

Confirmatory PCR Tests

“Staff and pupils with a positive LFD test result should self-isolate in line with the [stay at home guidance](#). They will also need to [get a free PCR test to check if they have COVID- 19](#).

Whilst awaiting the PCR result, the individual should continue to self-isolate.

If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn’t have COVID-19 symptoms.” (Schools COVID-19 Operational Guidance July 2021)

If we should have a positive test result amongst the teaching staff, and we are unable to get appropriate cover, this could potentially mean that we have to close a class which could mean that you might be asked to keep your child at home at very short notice. We may contact you by text and / or email so please ensure that we have the correct details on file for you. I apologise in advance for the inconvenience this might cause but hope you understand the Government’s intention to break chains of transmission. Should this happen, we will again switch to home learning for the designated period for the children involved but please be reassured that this would be a last resort.

Tracing Close Contacts and Isolation

“Close contacts will be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.

As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. [Schools] may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.

From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive Covid 19 case.

Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive test and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.

Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures.” (Schools COVID-19 Operational Guidance July 2021)

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

If you think your child may have coronavirus, or if your child receives a positive test result for coronavirus, please contact the school on 01736 364087 at the earliest opportunity. If this is outside of school hours, please email head@alverton.cornwall.sch.uk .

We will continue to follow any guidance as it is released, review the arrangements we have implemented and update you with any changes as and when we make them.

We are, as always, committed to providing your children with the best possible quality of education and care and thank you for your support. We look forward to seeing you all again in September.

Yours sincerely,

Martin Higgs
Headteacher

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<http://alverton.eschools.co.uk> Twitter: @alvertonschool

Alverton School is part of the Truro and Penwith Academy Trust, a charitable company limited by guarantee registered in England and Wales. Company Number: 08880841. Registered Office: College Road, Truro, Cornwall TR1 3XX

ALVERTON SCHOOL **DROP OFF & PICK UP PLAN** **September 2021**

TOLTUFF CRESCENT

Key	
	Woodlands Nursery
	Reception Classes
	Key Stage 1
	Lower Key Stage 2
	Upper Key Stage 2
	Drop-Off/Pick-Up Point
	Class Entry/Exit Route

