



St. Stephen's School  
and Children's Centre  
*Learning for life*

1st March 2021

## Letter 18- Reopening St Stephen's for all pupils on 8th March 2021

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Dear parents/carers,

I am delighted to welcome all the children back to St Stephen's. I wanted to keep you up to date with the latest information regarding the school reopening next Monday.

We continue to have the following precautions in place:

- The children will be in the same group with their class teacher throughout the day
- Classrooms will be well ventilated throughout the day
- Outdoor learning will take place as much as possible
- Lunchtimes and breaktime will be staggered
- Increased frequency of hand washing
- Enhanced cleaning will take place every day after pupils and staff have left
- Disinfectants, wipes and sprays will be in every classroom to enable cleaning at different times of the day
- Facemasks will not be worn by pupils however staff will be wearing them in communal areas and at the start and end of the day

### Routines and organisation

At St. Stephen's we believe that all children have the resilience, talents and capacity to thrive due to the strong partnership between our outstanding staff and supportive and committed parents.

From 8th March 2021:

1. Please talk to your children about returning to school in an encouraging and positive way.
2. Your child **must** attend school every day
3. Please be mindful of the social distancing rules in place
4. Wear a clean school uniform.
5. PE kits must be brought in on Monday and taken home to be washed every Friday.
6. Children to only bring a sun hat and a water bottle to school
7. There will be a breakfast club and wraparound
8. No face to face teacher meetings will take place. Contact the office if you need to speak to a teacher.

St Stephen's Primary School, Whitfield Road, London E6 1AS  
Tel: 0208 472 7575 Fax: 0208 472 1575

Head teacher: Ms Neena Lall Email: [info@st-stephens.newham.sch.uk](mailto:info@st-stephens.newham.sch.uk) [www.st-stephens-primary.org.uk](http://www.st-stephens-primary.org.uk)



9. We will ask you to collect your child should they display any of the symptoms, so please be available to collect them promptly.
10. Please keep children at home if they are unwell, or have a cough, or have a sore throat, or have loss of smell and taste.
11. Please inform the school if anyone in your household has contracted COVID.

## Timings

The school gate will open at 8.30am and lessons will begin at 8.45am

We will be operating slightly different timings for collection at the end of the day. We would ask you to be prompt with timings to maintain social distancing.

Please note:

- You will be asked to line up along Whitfield Road at 2m distances at the beginning and end of the day.
- Only one adult family member will be allowed at any time
- There is a one way system in place
- Please wear a mask on collection of your child/children
- Please collect at the time of your eldest child having joined the correct queue

	Arrival time	Collection time	Friday collection time
Nursery	8.30am and 12.30pm	3.00pm for Blue room 11.30am & 3.15pm for the Red and Green Room.	NA
Reception, Year 1 and Year 2	8.30am	3.00pm	12.30pm
Years 3 to 6	8.30am	3.15pm	12.45pm

## Return of devices

If the school has loaned you a laptop or router please return these to the school office on Thursday 4th March or Friday 5th March. This will ensure that they are ready to be used for children in school from 8th March.



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### Teacher Training Day Wednesday 3rd March 2021

On Wednesday of this week there will be no face to face meetings online. In line with other local schools, we will be having a Teacher training day to prepare for welcoming your children back to school on Monday. School continues to be open for children of critical workers and other key children.

### Contact

As always if you have any specific concerns or worries please get in touch via email at [mark.little@st-stephens.newham.sch.uk](mailto:mark.little@st-stephens.newham.sch.uk) who will direct your email to the appropriate member of staff.

We all need to work together in the best interests of all. I appreciate and value your patience and belief in the school. Keep safe and take care.

Yours sincerely,

Ms. Neena Lall OBE  
Headteacher

Mr. Shashankar Jana  
Chair of Governors

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