



St. Stephen's School
and Children's Centre
Learning for Life



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Changes within the school

In line with government guidelines, the school have made the following changes:

- Limited class sizes
- Limited number of pupils in any area including the hall and dining hall
- Maximized opportunities for spacing out pupils where possible
- Staggered Playtime and lunchtimes
- Signs and one way systems to minimise pupil contact
- Increased cleaning
- Increased frequency of hand washing

Covid-19

Parent Information Booklet

The School day - Timings

	Arrival Time	Collection Time Mon-Thurs	Collection Time Friday
Nursery	8:45am	2:00pm	2:00pm
Reception	8:45am	2:45pm	12:00pm
Key stage 1	8:45am	3:00pm	12:30pm
Key Stage 2	8:45am	3:15pm	12:45pm

Morning

- Please drop your child off at the Primary/Nursery front gate.
- Please queue 2M apart whilst waiting to drop off your child.
- Staff will be at the gate to meet you and admit your child into the school.
- No parents will be allowed to enter the school building with their child in the morning.

Afternoon

- Nursery - Please pick your child up from the front gate.
- Primary - Please enter the school via the front gate and walk to your child's classroom.
- Once you have collected your child, please leave via the back gate (Wyndham Road).
- Only a limited amount of parents will be allowed in the school therefore please go directly home after collecting your child.

Wrap around/clubs

- There will be no clubs until the end of the school year.
- There will be no wrap around care Monday-Thursday.
- Friday afternoon wrap around will continue from 12:45pm until 3:15pm.

Coronavirus Symptoms

- **If your child or anyone in your household is experiencing Coronavirus Symptoms, do not send them to school.**

Additional Information

- Please ensure the school office has the correct phone numbers should we need to contact you.
- If your child has any medical condition or allergy that we are unaware of, please inform the office staff.

Teachers

- Due to social distancing, your child's teacher will not be available to communicate with at the end of the day. Please email/phone the school should you need to speak to anyone.
- Your child may have a different adult to their usual teacher.

Attendance

- Due to limited class sizes, only some children will be able to return to school.
- We ask that once you bring your child to school, they continue to come for the rest of the term.

Uniform and PPE

- School uniforms remain the same as always.
- Please ensure uniforms are washed frequently.
- Children are not permitted to wear face masks or gloves.

Bringing items to school

- Children should only bring a water bottle and hat if needed.
- No bags, PE kits, books, pencil cases should come to school or go home with the children.