



Trinity C. E. Primary School

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Dear Parents/Carers,

We are very much looking forward to welcoming all of our pupils back to school for the start of the new term, and also looking forward to welcoming our new reception pupils who will be joining us this September.

We are writing to you to inform you of the changes in the latest Government guidance which was updated by the Department of Education (DfE) during the Summer Holidays. It is the DfE's priority for schools to deliver face-to-face, high-quality education to all pupils whilst keeping the school communities as safe as possible during this transitional phase. The changes implemented means that schools will operate in a way that was more familiar prior to the pandemic, providing greater normality for schools, whilst keeping health and safety measures in place that are necessary to continue to keep our community as safe as possible, stepping measures up if required.

We have updated the school's Covid-19 Risk Assessment to be in line with this guidance which means there are some significant changes to the operation of our school from the previous year. We have attached the school's full Risk Assessment, Outbreak Management Plan, Contact Trace Letter and Flowchart, which have also been published on the school's website. Please feel free to read through this documentation, but we have provided a short summary below of the most significant changes and points for parents/carers to take note of as we commence the new academic year. Please read these points carefully.

Summary of Operational Guidance:

1. Children are no longer required to keep in strict 'bubbles' - pupils can mix between classes when necessary (e.g. assemblies, maths groups, etc.)
2. Children are no longer required to avoid mixing at break/lunch times - all pupils will have playtime together at the same time at 10.40am
3. Whole-School assemblies can resume face-to-face
4. Adults are no longer required to wear a face mask around or within school, but staff and parents/carers may continue to wear them if you wish to do so
5. The school will continue to operate the one-way system at Drop-off and Collection times to avoid congestion at pinch points around the school site (We will keep this under review)
6. Drop-off - Parents to drop children off on the respective playground/s (Class 1 & 2 on the Rear playground and Class 3, 4 & 5 on the Front playground) between 8.35am – 8.50am. A member of staff will supervise children on each playground. Parents will continue around the one-way system to exit the school site
7. Collection – Parents to collect children from the respective classroom/s and continue around the one-way system to exit the school site with their child/ren
8. Children will continue with their frequent handwashing routine throughout the day
9. The school's cleaning regime will continue, including the cleaning of shared items
10. Pupils will continue to be provided with an individual pencil case and stationary – there is no need for children to bring their own items in from home



11. Rooms will continue to be well ventilated while a comfortable teaching and learning environment is maintained – schools to be provided with CO2 monitors to regulate this during the Autumn Term
12. Trips and visits may resume, providing there is a thorough risk assessment in place and the school has adequate financial protection
13. Extra-curricular clubs can resume between classes – a separate letter will be issued to parents/carers in the next couple of weeks
14. Sports competitions can resume between schools, following separate guidance
15. Schools may resume live performances/events if safe to do so, following specific guidance – further information will be provided to parents/carers prior to each event
16. All meetings can be held face-to-face, but we still urge parents to pre-book an appointment beforehand if you wish to speak with the Class Teacher/Headteacher
17. Social distancing is not required; however, it is necessary, for the time being in this transitional phase, to reduce and avoid congestion at particular times of the day which could lead to mass transmission e.g. drop-off, pick-up, corridors, staffroom, etc
18. Before and After-School childcare will operate as normal – please pre-book via the online form.

Management of Suspected & Positive Cases and Contact Tracing:

19. If a child or member of staff displays Covid-19 symptoms, they must book a PCR test and isolate immediately
20. If a child or staff member tests positive, they must continue to follow the current NHS guidance and self-isolate for a period of 10days from the date that their symptoms began
21. Close contacts of a positive case will be contacted by NHS Test and Trace (Please note that it is no longer the requirement of schools to identify close contacts unless called upon to do so)
22. Close contacts who have been identified by NHS Test and Trace, and are fully vaccinated or under the age of 18years 6months, are no longer required to self-isolate. Instead, they will be advised to book a PCR test (Please note that close contacts may continue to attend school whilst awaiting the results of this PCR test)
23. Remote Education/Home Learning will be provided to those pupils who have been forced to isolate and are well enough to carry out the work at home in line with our Home Learning Policy – when necessary, this will continue to be provided via our Home Learning page on our school's website which is password protected. The password is **trinitypupil**
24. The school is required to have an Outbreak Management Plan which has been created in line with the latest [Contingency Framework: Education and Childcare Settings](#) in the event of an outbreak in school or local area which meets one of two thresholds described in the Contingency Framework. The school will be advised by Public Health Teams which measures to implement if/when necessary.

Thank you for taking the time to read through the summary of key points which effect the operation of our school and we would like to thank you in advance for your cooperation.

We will continue to inform you of any changes throughout the year via email, the Week Ahead and our website.

If you have any queries or questions, please do not hesitate in contacting the school.

Yours faithfully,

Jack Pittaway & John Rowe
Headteacher & Co-Headteacher