



Halebank C of E Primary School
Heathview Road
WIDNES
Cheshire
WA8 8UZ



Headteacher: Mr R Harley

Telephone number: 0151 425 5798

Thursday, 4th March 2021

Dear Parents and Carers

Arrangements for the Re-Opening of the School

I am pleased to be writing to you with confirmation that the school will be re-opening on Monday, 8th March 2021. The majority of the arrangements set out in this letter are those which were initially shared with you on 4th January, but unfortunately all schools were not able to open as planned at the start of the spring. So here we are, two months later than expected, ready to welcome the families of Halebank back into school. I am pleased to report that, at the current time, we are expecting our full staff team in school on Monday, and we are anticipating the return to school of all the children.

At Halebank CE Primary School, we take the health, safety and wellbeing of our pupils, parents and staff very seriously. With this in mind, we have reviewed our Covid-19 risk assessment and there are a number of changes that we need to consider in order to make the school site as safe as possible for all.

While much of our health and safety practice will continue as it was before Christmas, we are still concerned about congestion around classroom doors, particularly at the end of the school day. We will be trialling some new arrangements from next week in a bid to alleviate this and I am writing to you to ask for your support. We will need **all** parents and carers to follow the arrangements set out below for this to work well.

Staggered Start and Finish Times

The staggered start and end of the day will be extended so that pupils will now be organised into **four groups**. Please make a note of the times for dropping off and picking up your child/ren. **Do not arrive early for your slot as this increases congestion and waiting time.** You must leave the school site as soon as you have collected your child.

| Groups | Pupils | Drop Off | Pick Up |
|---------|---------------------------------|----------|---------|
| Group 1 | Pupils with surnames A-E | 8.40 am | 3.00 pm |
| Group 2 | Pupils with surnames F-K | 8.45 am | 3.05 pm |
| Group 3 | Pupils with surnames L-R | 8.50 am | 3.10 pm |
| Group 4 | Pupils with surnames S-Z | 8.55 am | 3.15 pm |

Arrangements for Pupils in Classes 1 and 2 (Heathview Road entrance)

We will no longer be using our external classroom doors as drop off and collection points. Instead, we ask that pupils in Classes 1 and 2 access school via the **Heathview Road entrance** and wait behind the barrier on the path in front of the school. Pupils should also be collected from this area. Pupils in Classes 1 and 2 will be escorted by staff members in and out of the school through the main door. For this reason, we ask that parents who need to speak to the office staff do so via phone or email. If your

infant child has an older sibling, he/she will also be collected by staff at the front of school. Should your child have a sibling in the pre-school, you should also access school in this way; **there will be no access to parents along the path which runs between Classes 1 and 2** (both gates will be closed to reduce congestion in this very busy part of the school).

Arrangements for Pupils in Classes 3 and 4 (Baguley Avenue entrance)

Parents of our junior pupils will no longer drop off and pick up outside the classroom doors. Instead, we ask that you access school via the **Baguley Avenue entrance**. Please say your goodbyes on the playground and leave your child at the barrier. Staff will then supervise the children as they come into the building and prepare themselves for the school day. At the allotted pick up times, parents and carers should wait on the playground behind the barrier and the children will be handed over to you at the time you have been given. **It is vital that you do not come onto the school site until this time.**

We plan to trial these arrangements for the first few weeks back. Should further action be needed to improve safety and social distancing, we may need to have separate drop off and pick up times for each class. I am hopeful that these new arrangements will help if you all commit to them.

Contact with Staff

Due to social distancing measures, staff are required to limit the contact they have with you at the start and end of the school day. If you need to talk in detail, please email the staff or phone the school office to arrange a telephone consultation. Similarly, contact with Mrs Fenlon and Mrs Boon in the office should be avoided wherever possible. If you need to talk to a member of the office team, please either telephone or email: sec.halebank@halton.gov.uk. We would ask for your support with these measures by ensuring that the amount of time you spend on the school grounds is kept to an absolute minimum and that you do not enter the school building. Thanks for your understanding.

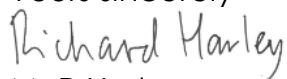
Further Advice

In order to reduce the number of people on site, **only one adult** per family should come to drop off and pick up. Please remember to **wear a face covering** when picking up and dropping off. I would be grateful if you could read through the latest advice for parents from the NHS regarding virus symptoms. Further information can be found at <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

I am sure that some of the children may be a little anxious about returning to school. This is to be expected and your child will certainly not be alone in feeling this way. There is great excitement within the staff team as we look forward to working once again with you all!

Thank you, in advance, for supporting me and the staff as we work together to keep the school as safe as possible.

Yours sincerely



Mr R Harley
Headteacher