



## RETURN TO SCHOOL: IMPORTANT INFORMATION FOR PARENTS AND CARERS OF DUNCLUG PRIMARY SCHOOL

**Please take the time to read all pages of this document carefully.**

### WHEN WILL MY CHILD RETURN TO SCHOOL?

- P6 and P7 pupils will return on Monday 24<sup>th</sup> of August. These pupils will attend from 9am to 12pm for this week.  
*Please note that EA will not be running a catering service this week and children will require a mid-morning snack.*
- Children beginning P1 should attend the induction session that was allocated to them alongside their parent/carer(s). This session will last 30 minutes max and, weather permitting, this will be outdoors. School uniform is not necessary.
- All children beginning P1-P5 will attend school on Thursday 27<sup>th</sup> and Friday 28<sup>th</sup> of August: 8.45am – 12.00pm.  
*Please note that EA will not be running a catering service on these days and children will require a mid-morning snack.*
- The school will be closed on Monday 31<sup>st</sup> of August for the Bank Holiday.  
*All children in P2-P7 will return full time on Tuesday 1<sup>st</sup> of September.*
- As in previous years, our P1 pupils will finish at 12pm for the first month of term. Pupils in our Learning Support Class will also finish each day at 12pm.
- Children in P4-P7 should arrive from 8:45am.
- P1-P3 children should arrive at 9.00am. If your P1/2/3 child has an older sibling in another class they can also arrive at 8.45am
- The Breakfast Club will be available from later in the term.

### IN SUMMARY:

	<i><b>Times for September 2020</b></i>
<b>P1</b>	9.00 – 12.00
<b>Learning Support Unit / Centre</b>	9.00 – 12.00
<b>P2/3</b>	9.00 – 2.00
<b>P4/5</b>	8.45 – 3.00
<b>P6/7</b>	8.45 – 3.00

*2.00 -3.00 Kids' Club supervision for eligible children in P2+P3 will be available from Monday 7<sup>th</sup> September.*

## **WHAT ARE THE ARRANGEMENTS FOR DROPPING OFF AND COLLECTING MY CHILD?**

Collection times will remain as shown in the table above. This will stay under review, the success of this depends on everyone working together to follow the directions below:

- Please do not park in front of the green gate.
- Only exit your vehicle if your child requires assistance (depending on age)
- Children should approach the green gate for safe handover. Due to COVID-19 restrictions we respectfully request that only staff and pupils move beyond this point, with the exception of new P1 parents who will be permitted further during their child's first week.
- Parents collecting younger children are encouraged to wait at the green gate but must follow social distancing.
- Parents collecting children at 3.00pm should wait by their car and staff will see children out of the playground.
- You will notice that there is also a lot of building work going on at the front of the school – this should be completed within the next six weeks.

## **WHERE DOES MY CHILD GO WHEN DROPPED OFF IN THE MORNING?**

- Due to this ongoing building work, all children (P1-P7) will enter the school via the green gate and then the door opposite the Dunclug 'Annex.' There will be several members of staff supervising the green gate and guiding pupils across the playground and through this entrance each morning.
- All pupils will be supervised as they visit the cloakroom with their coat and then they will wash their hands before the start of their school day.

## **WHAT WILL MY CHILD NEED TO BRING TO SCHOOL?**

- Your child will be permitted to bring a lunch box that can be wiped down each day with their mid-morning snack. The catering service will not be providing a cooked break this term.
- If your child does not take school dinners, they should also use this lunch box for their packed lunch.
- They may also bring in a water bottle and a waterproof coat with a hood. All items should be clearly marked with your child's name. Water bottles will remain in school.
- Initially children are not permitted to bring school bags, pencil cases or any other item to school in line with DE guidance, this will be under continued review.
- Your child's teacher will provide a plastic wipe-able folder to carry any essential books between home and school.

## **HOW WILL LUNCH/DINNER WORK?**

- The Summer Food Payment scheme will end on 31st August 2020.
- School dinners/lunches will be provided for those pupils entitled to a free school meal from Tuesday 1st September.
- Each class will have different lunch and play times to avoid mixing with children from other protective class bubbles.

## WHAT IF I NEED TO SPEAK TO A MEMBER OF STAFF?

- DE recommends that parents/carers should not enter the school building. Please contact the school office by telephone initially (ideally call between 8.30-1.30pm – these are Mrs McCarroll's working hours) and you will be advised depending on the nature of your need.
- If you wish to pay a bill, please send money in a clearly marked envelope with your child, your child should present this to their teacher, who will see that it gets to the school office. Entry to the office will not be permitted as social distancing is not possible in this space.
- If you wish to pass on a message to your child's teacher, you can do this by telephoning the office and Mrs McCarroll (Ingrid) will inform the class teacher.
- Mr Beacom will be at the school gates most mornings for emergency communication. Please remember that Mr Beacom is a teaching Principal and is not available to take calls during teaching hours but will return your call after class if necessary.

*Entry to the building will be strictly for pupils, staff and essential visitors/maintenance who have arranged their visit by prior appointment.*

- Detailed information regarding health and safety protocols will be issued on the school website [www.dunclugps.com](http://www.dunclugps.com) later in the week.
- You will also find a copy of the school calendar on the school website as well as lots of information about your child's learning.

## AS SCHOOL RESTARTS...

- It is important to emphasise that we will be tailoring a 'recovery curriculum' to support your child's personal development and well-being.
- Our teachers and non-teaching staff will work together to plan how to best support pupils in each class, taking into consideration the age and understanding of the pupils.
- Teachers will assess the pupils to effectively support them after such a long period out of school. Our primary concern will be to help the pupils settle back into life at school and through this period of transition.

At Dunclug PS it is important that our school still looks like a school and remains the happy, caring place that it always has been. We are really looking forward to welcoming our boys and girls back to school and we thank you in advance for your support and understanding as we adapt to this new normal. If there are any questions that I have not answered, you can contact me via telephone at the school or send me an email: [abeacom989@c2kni.net](mailto:abeacom989@c2kni.net).

Yours faithfully

**Mr A Beacom**

**Principal**