

# EDUCATION AUTHORITY NORTH EAST REGION

Principal:  
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Dear Parents

The NI executive has agreed that all primary pupils may return to school on Monday 22<sup>nd</sup> March. We are delighted to have our pupils returning to face to face teaching and I'm sure none of us will be sorry to step away from online learning and Seesaw activities after the long session since Christmas. It would have been good to have a little more notice but we hope to resume the routine that was already in place in school prior to the lockdown. We intend to retain the slightly earlier closing time in the meantime as the cleaning regime will still need to be implemented daily but will review again at the end of April.

You will appreciate it is not possible to enumerate the procedures for every possible eventuality but please be assured that in everything the safety of our pupils, along with their emotional and educational wellbeing, will be our central focus

It will still be necessary to try to reduce congestion at the beginning and end of the day and staggered drop off and pick up schedules are given below.

Please note the Dates for the Diary sheet and the Meals Menu for the week beginning 22<sup>nd</sup> March attached.

## Arrival arrangements

P1+ 2	<p>Pupils will enter school through pedestrian gate and walk round the school to enter school by the back door where a teacher will be waiting to greet them. A Parent may accompany a P1/2 child if necessary although we do encourage parents to leave their child at the gate if possible.</p> <p>A teacher will be on duty to supervise children walking round to the back entrance.</p> <p>No adult will be permitted to enter the school building unless by prior appointment and then must be wearing a mask.</p> <p>We will as ever work in partnership with you to ease these transitions.</p>
P3-7	<p>All pupils should be left at and collected from the front gate. No parent should enter school premises except by prior arrangement and then should be wearing a mask</p> <p>A member of staff will be on duty at the gate and will be available to answer queries and pass on any messages to other members of staff.</p>

We have divided the family groups by surname to try to facilitate a steady stream of arrivals. We do appreciate that mornings can be hectic times at home and emergencies arise but urge you to try to ensure all preparations are made in good time to allow you to arrive at school within the allocated window. Should the time allocated be completely impracticable for you please contact the school but we respectfully ask you to make every effort to work with us in this matter.

Time	Surname
8. 25 - 8.30	Bus 1
8. 30 - 8 45	A-M
8. 45 - 9.00	Mc-Z
9.05	Bus 2

#### **Departure arrangements**

Please note:

Parents whose eldest child is Primary 1-3 will collect their children from the Back Door.

Parents whose eldest child in school is Primary P4-7 will collect their child from the front gate.

We have been asked to encourage parents to **arrive within the allocated time slot and leave immediately with their children** to reduce the congestion and interaction at the gate as we are informed that this is where cross infection is most prevalent.

Departure Times	
1.55 pm	Run 1 Families
2 pm	P1-3 only/eldest +siblings (Back Door)
2 10pm	P4/5 only/eldest +siblings
2.20pm	P6/7 only/eldest +siblings
2.25pm	Bus 2
2 30-300	Cleaning schedule

#### **General**

- No child who is in any way unwell should be sent to school
- Should there be anyone at home or within the child's immediate social group displaying symptoms school should be informed **prior to** the child being brought to school
- All children will be required to wear school uniform
- No school bags should be brought to school
- No black plimsolls will be required
- Break/ Lunch should be brought to school in a disposable bag which can be binned in school or in a plastic lunchbox which can be wiped with disinfectant spray
- Any child travelling to or from school on the bus will require an appropriate face mask and should be able to put it on and take it off themselves
- Please remember the shoe box of essentials we have requested be provided

We are looking forward to seeing all our children back in school and appreciate your patience and support during this time.

B Gray