



NCEA Warkworth Primary School
Guilden Road, Warkworth, Northumberland. NE65 0TJ
Tel. 01665 711369
Email: admin@warkworth.northumberland.sch.uk
Website: www.warkworth.northumberland.sch.uk

Head Teacher: Mrs L Ritson
Strive together as one
Phillipians 1:27

Dear parents/ carers,

As mentioned in previous correspondence, it's our intention to welcome back all pupils from Nursery to Year 6 on the 8th March. We've updated our risk assessment again and we can now share our plans with you. Thank you for your patience and understanding with this.

We have already sent out a message on Dojo asking parents who require after school club or breakfast club to get in touch with Mrs Gibson and we'll shortly be contacting you to confirm details. Please get in touch as soon as possible if your child requires a place.

As always, the health and safety of pupils and staff is paramount and we will continue to use a range of essential measures in school, which include:

- robust hand and respiratory hygiene;
- a requirement that if staff and pupils present with symptoms of COVID-19 they stay at home and follow government guidelines;
- additional cleaning arrangements and
- active engagement in the Track and Trace system.

We will also continue to apply existing measures that we put into place:

- staggered drop off and pick up times for all year groups;
- on PE days coming in PE kits;
- class sized bubbles;
- all pupils from Year 2- Year 6 will continue to sit facing forwards in their classrooms;
- all pupils will eat lunch in their classrooms and
- staggered break and lunch times will continue.

Class bubbles and staffing arrangements

Year Group	Staffing	Drop off/collection times and other information
Year 5/ 6	Mr Teasdale and Miss Baston	From 8.30 am in morning and leave at 3pm. Enter through the staff car park and Year 5/ 6 gate. Mr Teasdale will take pupils out to the left hand path outside the staff car park at the end of the day.

Year 3/4	Miss Jack and Mrs Southward	<p>8.40 am dropping off at the staff car park gate.</p> <p>Pupils leave at 3pm, Miss Jack will be with pupils in the staff car park.</p>
Year 2	Mrs Coils and Mrs Frater	8.40 am drop off and leave at 3pm via normal Year 2 door.
Year 1	Mrs Morris and Ms Young	<p>8.45 am drop off if you have an older sibling in school.</p> <p>3pm pick up if you have an older sibling in school. Please pick up your youngest sibling first.</p> <p>9.10 am drop off if your child doesn't have a sibling in school.</p> <p>3.25 pm pick up if your child doesn't have a sibling in school.</p> <p>Normal drop off and pick up location, Year 1 door.</p>
Reception	Miss Fife and Mrs Webster	<p>8.45 am drop off if you have an older sibling in school.</p> <p>3pm pick up if you have an older sibling in school. Please pick up your younger sibling first.</p> <p>Please pick up and drop off from the normal Reception door.</p> <p>9.10 am drop off if your child doesn't have a sibling in school.</p> <p>3.25 pm pick up if your child doesn't have a sibling in school.</p> <p>Normal Reception door for drop off and pick up</p>
Nursery	Mrs Stones, Miss Pringle and Miss Wright	<p>8.50 am drop off if you have an older sibling in school.</p> <p>3pm pick up if you have an older sibling in school.</p> <p>Pick up and drop off from the front entrance.</p>

		<p>9.10 am drop off if your child doesn't have a sibling in school.</p> <p>3.20 pm pick up if your child doesn't have a sibling in school.</p>
--	--	--

Key points

- Only one parent should accompany a child to school. Please can we ask that parents/carers do not come onto the school grounds early for pick up or drop off and once your child has been dropped off please leave the school site as quickly as possible.
- Please can we ask that all parents when on school grounds do not walk with other parents unless you're in their support bubble or child care bubble as the 2 metre rule is still in place and we need to follow government guidance.
- Please can we also ask that parents do not congregate at the school gates and that everyone keeps a safe distance from others.
- If parents wish to speak to teachers/ staff please go to the school office if it's urgent. If not, please contact us by phone or Dojo.
- All parents should wear face coverings when dropping off or picking up children unless there is a medical reason not to.
- Please can all pupils be in school uniform. Please note: uniform does not need to be cleaned anymore than you normally would, as per government guidance.
- Please can we ask that pupils only bring in essential items e.g. bags, pack lunches and water bottles.
- Pupils of primary school age do not need to wear face masks for school.
- If your child needs any form of medication whilst they are in school please can you make arrangements with Mrs Gibson.

We do also understand that these changes to timings may cause frustration for some parents who have siblings in different year groups or may mean you have to change your plans. We really have tried to consider all possible options and discuss individual family circumstances to try and create a plan that will work for as many families as possible. The difficulty is we have too many children and parents onsite at any one time unless we stagger drop off and pick up times. Ultimately, we have to put the health and safety of pupils, parents and staff first.

We've tried to keep this letter as short as possible in order to communicate the key information about your child's return to school. Please see the separate letter, which reminds everyone of their responsibilities in terms of Track and Trace and if pupils or your immediate family develop Covid -19 symptoms.

An additional letter will also be sent out to parents next week who have requested after school club or before school club places.

Finally, a quick reminder about parking. Please can we ask all parents to play their part at school drop off and pick up and keep everyone safe. We would again encourage parents to park further away from school and walk in with their children.

As always, please get in touch if you need further clarification or would like to talk anything through. We can't wait to welcome everyone back into school.