



Saint Felix School

Headmaster: Mr James Harrison BA (Hons)

25th August 2020

Dear Parents and Guardians

I do hope that you are all having a wonderful and safe summer. We are looking forward to welcoming back the children into Bronte House in September including the Nursery, the new Reception class and some new pupils in Key Stage 1.

As most of you will be aware, we ran Bronte very successfully during the Summer Term for all three of the Pre-Prep classes. We plan to follow this module with the main changes being that all staff will be back in post, the Nursery will be open and we will be running as a 'whole bubble' upstairs, with Nursery being a separate bubble.

The main aim of this letter is to outline the new guidelines in Bronte. In that regard, we are making Bronte as safe an environment as is possible. To that end we have put the following measures in place:

1. The Pre-Prep Department will now be 'one bubble' which means that they can share the same playground and we can meet as a whole group when required.
2. All classrooms and tables have been arranged so as to comply with social / physical distancing guidelines.
3. The children will be taught by all their regular teachers with the aim being that teachers teach at the front of the class.
4. The school day will be as normal with arrival at 8.30am and departure at 3.30pm.
5. The only gate to be used by parents to enter Bronte, is the main gate leading down from the carpark. There are clearly visible two metre markers and these must be respected.
6. The Bronte entrance will be the playground door in the Nursery playground. Nursery will enter via the main entrance.
7. On arrival please ensure that you stay in the car if there appears to be 'a queue' on the path. I know that the children will be excited to see their friends but please do not let your child 'run off'. They must stay with you until handed safely over to their class teacher.
-Please be prompt and timely so that we can keep everyone safe and the correct distance
8. On arrival, all children will wash and sanitise their hands. This will continue on at least an hourly basis, more if required. Toileting will continue to be monitored throughout the day, with a cleaner on site if required.

9. Likewise, at the end of the day the same loop system will take place with pick up time being 3.30pm for all. Please leave the premises safely and promptly if you would be so kind. As we are sure you will understand and appreciate, whilst the children are in a bubble their parents and carers are not.
10. Parents will not be allowed to enter the building so there will be no assemblies or chapel services. All correspondence will be directly with the teachers at drop off and pick up, via email, telephone and in their yellow daily reading record. Our aim is to be as available to you as is reasonably practicable.
11. All snacks and lunches will be provided by the school and delivered to Bronte. The children will eat them in their classrooms. However, if you would prefer to opt out and wish to provide your child with a home prepared packed lunch, please can you contact your child's class teacher directly by email. This will help with catering numbers.
Reception class is Mrs Laughland lLaughland@stfelix.co.uk
Year 1 is Miss Johnston ajohnston@stfelix.co.uk
Year 2 is Mrs Kinsella pkinsella@stfelix.co.uk
Please remember that this decision will stay in place for the whole term as we are not able to permit anyone to chop and / or change.
If you do choose to provide your own pack up, please may I remind you of our healthy eating, i.e. no fizzy or sugary drinks, no chocolate / jam sandwiches. Please also remember that we are a nut-aware school, this includes all products which might contain nuts.
12. All children must bring a water bottle and ideally it should go through a dishwasher each night.
13. Please can all Year 1 and Year 2 children bring in their own pencil case which will remain in school until term ends. This should include writing pencils, rubber, felt pens and colouring pencils. We can provide a glue stick and scissors for their own personal use. Reception will be provided with all their stationary requirements.
14. To begin with we will be sending reading books home. However, we will have to monitor this as the term progresses.
15. All children are to wear school uniform as this is easy to wash. They may return in Summer uniform.
16. On P.E. days all children are to arrive wearing their P.E. kits and will remain in them all day.
On this note **ALL RECEPTION AND YEAR 1 CHILDREN MUST ARRIVE IN THEIR SPORTS KIT ON THE FIRST DAY OF TERM.**
17. Swimming will take place on Fridays. All changing rooms will be in operation and marked out. At the end of each lesson the changing rooms, poolside, toilets and equipment will be cleaned.
18. Breakfast Club is available from 7.40am and is available **ONLY** for those parents who work given that places are limited. It is run by Miss Watling and may be booked via her email awatling@stfelix.co.uk. Although there is only one member of staff, the children will be kept in their respective 'bubbles'. There is a charge for this service.

19. Care Club will continue to run from Monday to Thursday from 3.30pm until 4.50pm. Likewise we have 8 places available and once we are full we will not be able to take any more children. In the past we have, on occasion, been able to accommodate extra children by mixing with the Nursery. With there now being 'two bubbles' this is no longer an option. Therefore, please may I stress that this service is primarily for the siblings of older children who are currently at Saint Felix and working parents.

Please let Mrs Forward know of any requirements [aforward@stfelix.co.uk](mailto:forward@stfelix.co.uk).

There is a charge for this service and you should provide your child with a healthy snack if your child is attending. Likewise, please pick up by 4.45pm AT THE LATEST, before collecting siblings from other parts of the school.

20. The school buses will be running but I would strongly advise that you only use them if absolutely necessary. Operational procedures will be sent out to those who require this facility.

More generally, we wanted to inform you that during the Summer holidays Bronte had a deep clean. All desks, tables, banisters and other such surfaces will, similarly, and on an ongoing basis, be regularly and appropriately cleaned.

All staff will be in school from Tuesday 1st September until Friday 4th September for training purposes and preparing for the children's safe return. We also look forward to meeting the new Reception class children during this time as they visit us.

I would like to thank all the parents and children for their wonderful support last term and for enabling Bronte to be such a success during these unprecedented times. I am confident that we are able to continue to provide your children with a secure and safe environment and an excellent education.

Likewise, we must all continue to play our part by following Government guidelines regarding hygiene, social distancing and wearing masks when required to do so. This is even more imperative with the winter months fast approaching.

Please enjoy the last few weeks of the holiday and we look forward to welcoming you all on Monday 7th September at 8.30am.

Yours sincerely,



Mrs P. Kinsella
Head of Pre-Prep