




A Guide for Parents



National Tier System

➤ Trimley St Martin Primary School is in Tier 4



CORONAVIRUS TIER 4

STAY AT HOME

gov.uk/coronavirus

Around 1 in 3 people with Covid-19 have no symptoms so will be spreading the virus without realising. We must all take action to protect each other and our hospital capacity.

MEETING FRIENDS AND FAMILY No household mixing, aside from support bubbles and two people meeting in public outdoor spaces.	BARS, PUBS AND RESTAURANTS Hospitality closed, aside from sales by takeaway, drive-through or delivery.	RETAIL Essential shops can open. Non-essential retail must close and can only open for click-and-collect and delivery.	WORK AND BUSINESS Everyone must work from home unless they are unable to do so.
EDUCATION Early years settings, schools, colleges and universities open during term time. Registered childcare, other supervised activities for childcare purposes, and childcare bubbles permitted.	INDOOR LEISURE Closed.	ACCOMMODATION Closed (with limited exceptions)	PERSONAL CARE Closed.
OVERNIGHT STAYS You must not stay overnight away from home. Limited exceptions apply.	WEDDINGS AND FUNERALS Funerals of up to 30 people permitted. Wakes and other linked ceremonial events can continue in a group of up to six. Weddings of up to six can continue in exceptional circumstances.	ENTERTAINMENT Indoor entertainment closed. Some outdoor attractions may remain open.	PLACES OF WORSHIP Open for private prayer and communal worship, but cannot interact with anyone outside household or support bubble.
TRAVELLING You must stay at home and only travel for work, education or other legally permitted reasons. If you must travel, you should stay local, and reduce the number of journeys you make. You must not leave a Tier 4 area or stay overnight away from home. Residents in Tiers 1 – 3 should not enter Tier 4 areas. Do not travel abroad if you live in a Tier 4 area unless an exemption applies.	EXERCISE You can leave your home to exercise by yourself, with your household or support bubble, or with one person from another household. Outdoor sport allowed but gatherings limit applies except for youth and disabled sport.	RESIDENTIAL CARE You can visit relatives in care homes with COVID-secure arrangements such as substantial screens, visiting pods, and window visits.	CLINICALLY EXTREMELY VULNERABLE The Clinically Extremely Vulnerable are advised to stay at home as much as possible, except to go outdoors for exercise or to attend health appointments.

For support and more information visit: gov.uk/coronavirus

HANDS **FACE** **SPACE**

This means for TSM we kindly ask that:

- Only 1 parent/carer picks up and drops off
- Guidance states: Outdoors, you can only meet one person from another household so parents/carers can not gather with other adults outside of their household or support bubble outside of the school

Please be aware:

The police can take action against you if you meet in large groups. (including outside of schools). This includes breaking up illegal gatherings and issuing fines (fixed penalty notices).

You can be given a Fixed Penalty Notice of £200 for the first offence, doubling for further offences up to a maximum of £6,400.



School life



Trimley St Martin
follows the guidance as set out
by the government to:

- ✓ **Keep everyone safe.**
- ✓ **Provide a calm and welcoming learning environment.**
- ✓ **Engage in high quality learning.**



As a partnership with parents and children we have procedures in place?

- To reduce risk



- To facilitate learning



To reduce risk, we only bring in...



- ✓ Water Bottle with name on.
- ✓ Coat if needed, sun hat
- ✓ Snack for playtime
- ✓ Packed Lunch
- ✓ Book Bag



We do not bring in:

- X Any bags that are not necessary.



To reduce risk...

Clean clothes every day- where possible



- ✓ Where possible, pupils arrive in clean clothes every day.
- ✓ School uniform.
- ✓ We have relaxed our uniform policy: if all uniform is in the wash, wear dark trousers/skirts and as close to royal blue jumpers or cardigans (No designer logos please).
- ✓ Come to school wearing PE kits on PE days.



To reduce risk

When dropping off/picking up from school...



Please **do NOT...**

- X **Touch any doors, gates or items around the school.**
- X **Stand around in groups.**
- X **Gather at the classroom door or school wall.**
- X **Enter the site at times outside those for pick up /drop off.**
- X **Parents - enter the office or any part of the school building.**



Next is what we need you to do...

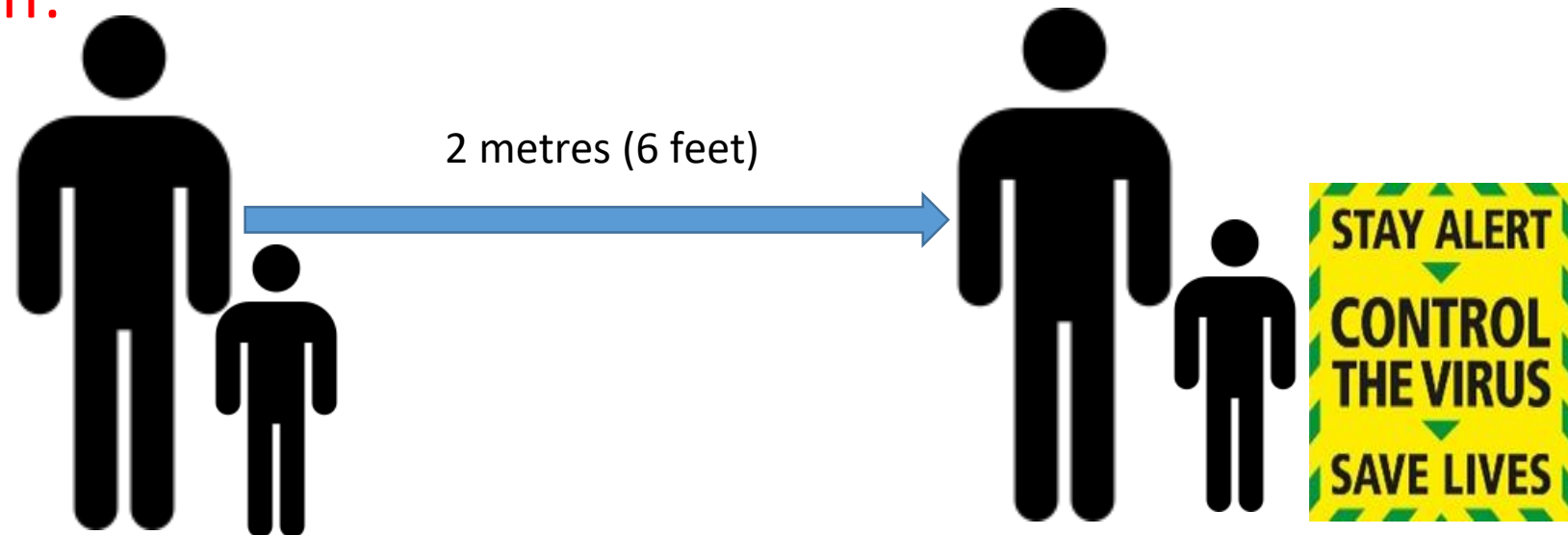


To reduce risk

When dropping off/picking up from school...



- ✓ **Only enter during the allocated time** provided.
- ✓ **Space out at least 2m** from other families- using the footprints.
- ✓ **Wear face masks/coverings on the playground and at the wall.**
Staff on the playground wear masks too.
- ✓ **Very quickly drop off.**



To reduce risk

When dropping off/picking up from school...



- ✓ No conversations with staff or other parents at the gate or wall.
- ✓ Phone the office if you wish to make an appointment.
- ✓ Use the specified entrance/exit.
- ✓ Be aware of the latest guidelines for travelling safely:

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>



To reduce risk In classrooms...



Children are part of a class bubble taught by their class teacher/s and the same consistent support staff

This is because we are **reducing the movement and mixing of adults and children as much as possible.**



Staff do not have to wear masks when in their classrooms. They will wear masks/coverings when in communal areas like corridors and the hall.



Classes:



Class	Support Staff	MDSA
Reception- Mr Philpot & Mrs Smith	Mrs Goodhand/Mrs Allen/Miss Hewett/Mr Ainsley	Miss Hewett/Mr Ainsley
Year 1- Mrs Campbell & Mrs Stockdale	Mrs Turner/Mr Barnard	Mrs Turner/Mr Barnard
Year 2- Mrs Tubby	Miss Boggis	Miss Boggis/Mrs Lawrence
Year 3- Mrs Thompson & Mrs Wray	Miss Lanigan/Mrs Ostler/Mrs Conley/Miss Henson	Mrs Wray/Mrs Osborne/Miss Henson
Year 4- Mrs MacFarlane	Mrs Cumming/ Mrs Calver/Mrs Hammond	Mrs Hammond/Mrs Pelling
Year 5- Mrs Imlach	Ms Gray	Ms Gray/Mr Childs/Mrs Ross
Year 6- Mrs Hayter & Mrs Matthews	Miss Rowe/Miss Gillings	Miss Rowe/Miss Gillings

To reduce risk

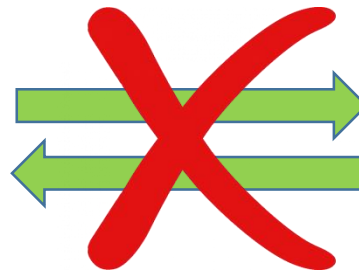
In classrooms...



- ✓ There is a separate first aid kit for each class bubble.
- ✓ PPE is available to staff who need to give first aid.



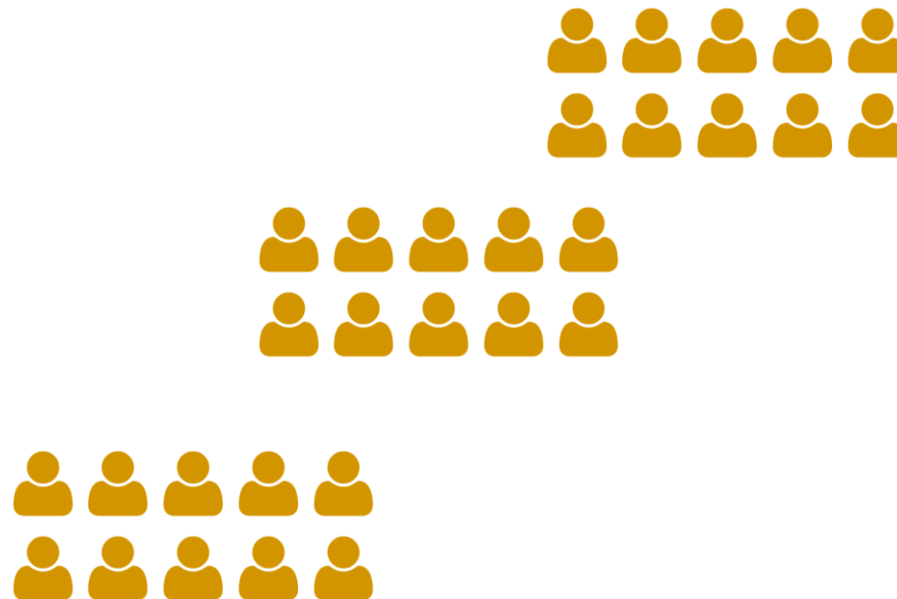
- ✓ Children **only** learn and play with the children in their class bubble
 - this will reduce the risk.



To reduce risk In classrooms...



- ✓ Tables are arranged so all children face the front (Y2 to Y6)
- ✓ Children have been **given their own equipment and packs to use.**



To reduce risk At lunchtimes...



FOOD:

- ✓ Lunches for years R, 1, 2 and 3 are staggered in the hall- all tables, chairs and touchable areas are disinfected between class bubbles.
- ✓ Lunches for years 4, 5 and 6 are eaten in their classrooms.
- ✓ All lunches are eaten with their bubble adults and/or specified midday supervisor

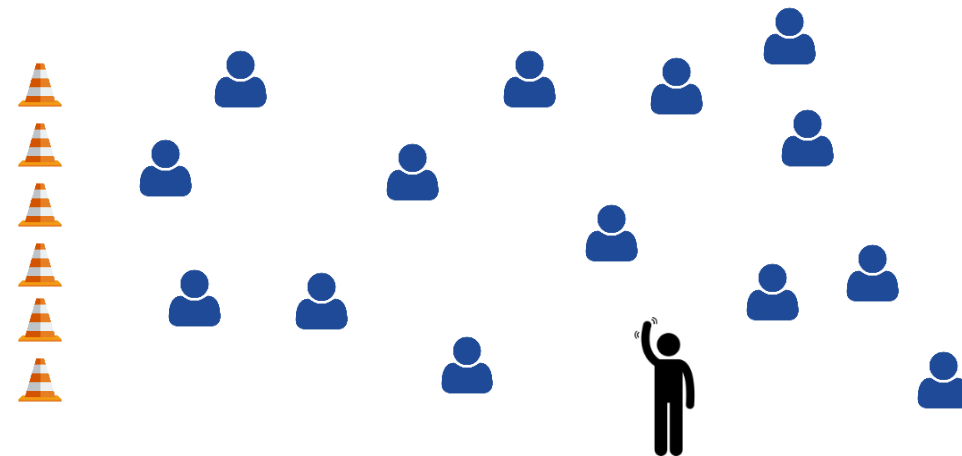
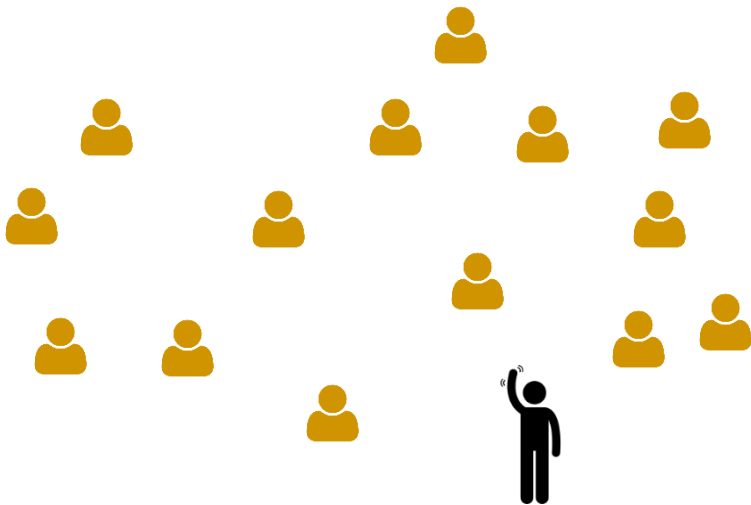


To reduce risk At lunchtimes...



PLAY:

- ✓ Each class bubble have their own separate play space.
- ✓ They do not mix with others in different bubbles.



To reduce risk

Toilets...



Use of toilets:

- ✓ Each class bubble have designated toilets.
- ✓ Only one child at a time go into the toilets.
- ✓ Toilets are cleaned regularly.

Age	Toilet
Reception	Reception Classroom
KS1 pupils	Key Stage 1
KS2 pupils	Key Stage 2
Vulnerable pupils	First Aid Room

To reduce risk

Also...

We ensure that all adults and children:

- ✓ frequently wash their hands with soap and water for 20 seconds and dry thoroughly.
- ✓ clean their hands on arrival at the setting, before and after eating, and after sneezing or coughing.
- ✓ are encouraged not to touch their mouth, eyes and nose.
- ✓ use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it').
- ✓ all visiting adults are asked to scan the school Track & Trace Q-code.



To reduce risk

If someone is showing symptoms of COVID-19



- ✓ We have a **separate room for isolation with an adult.**
- ✓ We call all listed adults until contact is made – please ensure your phone number is up to date and available.
- ✓ **We use PPE** if we need to be within 2m to help your child.
- ✓ There are **separate toilet facilities (where possible)** for a child who is showing symptoms.
- ✓ We will ask that a test is booked for a child who is showing symptoms.
- ✓ Parents in the class bubble will receive a Parentmail **to inform them a child has symptoms** and a second email sent to confirm the result of the test.

Pick Up and Drop off times:



Age	Enter	Location	Exit	Location
Reception	9:00	Playground- Reception Entrance	3:30	Playground
Year 1	8:45	Playground- KS 1 Entrance	3:15	Playground
Year 2	9:00	Playground- KS 1 Entrance	3:30	Playground
Year 3	9:00	Side Playground- Ramped Blue Door	3:30	Playground- Bike Rack

Pick Up and Drop off times:



Age	Enter	Location	Exit	Location
Year 4	8:45	Side Playground- Stepped Blue Door	3:15	Playground- Side
Year 5	9:00	Playground- Y5/6 Blue Door	3:30	Playground
Year 6	8:45	Playground- Y5/6 Blue Door	3:15	Playground

Pick Up and Drop off times:



YR



Y1 & Y2



Y3



Y4



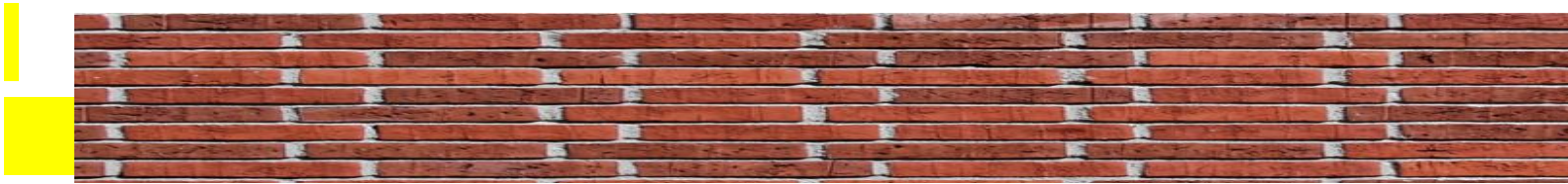
Y5 & Y6

Social Distancing on the Playground:



Health and safety procedures

- Fire Procedures remain in place and in the event of the an alarm, children and staff leave through their nearest fire door and line up in their bubbles supporting children to keep a social distance from other class bubbles where possible.



School



YR



Y1



Y2



Y3



Y4



Y5



Y6

Gate

Trimley St Martin Curriculum:



- ✓ We **offer a full broad and balanced curriculum.**
- ✓ We plan to address gaps in **reading, writing and maths.**
- ✓ **We do PE** – children will be outside as much as possible and do non-contact sports and all equipment will be disinfected before and after use.
- ✓ We focus on **children's mental health and wellbeing.**
- ✓ We will introduce **additional support** using the funding provided by the government and introduce the use of the **National Tutoring Programme.** (Awaiting full guidance and information from the DfE)

PE Timetable:

Days to wear your PE kit to school-



Age	1 st Session	2 nd Session
Reception	Wednesdays	Thursdays
Year 1	Mondays	Fridays
Year 2	Wednesdays	Fridays
Year 3	Mondays	Fridays

PE Timetable:

Days to wear your PE kit to school-



Age	1 st Session	2 nd Session
Year 4	Thursdays	Fridays
Year 5	Wednesdays	Thursdays
Year 6	Wednesdays	Thursdays

PE Kit:

royal blue shorts, white (TSM logo) t-shirt- dark coloured tracksuit top and bottoms, plimsolls or trainers

Next steps:



We will contact you to:

- Keep you informed through our website, Parentmail, Tapestry (YR only) and Seesaw.





Thank you

