



Robert Shaw Primary & Nursery School

COMING BACK TO SCHOOL IN SEPTEMBER 2020

A Guide for Parents and Children

Our school will look and feel very different when we return in September, and this document sets out all of the new ways we will be operating.

Please take time to read this carefully.



Contacting School

Until further notice, parents are only allowed in the school building one at a time, or by prior arrangement. Parents will only be allowed into the building if it is for a significant or specific reason. This is to keep the number of people in the building to the minimum necessary.

If you need to contact school for any reason, please use any of the following methods:

- Telephone – 0115 9155765
- Email – admin@robertshaw.nottingham.sch.uk
- ClassDojo
- SchoolComms

If you arrive at our school's main entrance, you will be asked to speak to the office staff via the intercom.



Organisation

Our classes in September are:

Year	Class	Primary Staff
F1 (Nursery)	AM	Mrs Olson & Miss Lyle
	PM	Mrs Olson & Miss Lyle
F2 (Reception)	Sunshine	Miss McLeish
	Rainbow	Mrs Grainger
Year 1	Bluebell	Mrs Garcia
	Lily	Mrs Bennett & Mrs Boyko
Year 2	Tulip	Mrs Amoabil
	Poppy	Miss Hind
Year 3	3GD	Mrs Duffy
	3NH	Miss Hopkinson
Year 4	4ML	Mrs Lowndes
	4RE	Mrs Emmerson
Year 5	5RM	Mr McDonald
	5SM	Mrs Manjunath
Year 6	6AP	Mr Pulk
	6JR	Miss Roberts



The School Day

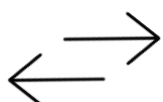
The school day will be different, with year groups starting and ending the day at different times. This is to keep the number of people gathering as small as possible. Lunch will be 45-minutes long and there will still be two 15-minute morning and afternoon breaks.

Here are the session times for the different bubbles:

Year	Class	Start & End Time
F1 (Nursery)	AM	8.30am – 11.30am
	PM	12.30 – 3.30pm

F2 (Reception)	Sunshine	9.00am – 3.15pm
	Rainbow	
Year 1	Bluebell	8.45am – 3.00pm
	Lily	
Year 2	Tulip	8.45am – 3.00pm
	Poppy	
Year 3	3GD	9.00am – 3.15pm
	3NH	
Year 4	4ML	8.45am – 3.00pm
	4RE	
Year 5	5RM	9.00am – 3.15pm
	5SM	
Year 6	6AP	9.00am – 3.15pm
	6JR	

We ask only 1 parent accompanies each child to and from school.



Arriving & Leaving our School Site

In order to avoid large gatherings, year groups will enter and leave school via different places. Please see the list below. There is a map of the school grounds at the back of this guide to show you where different year groups will be entering and leaving school.

Year	Class	Entrance & Exit
F1 (Nursery)	AM	Underpass Gate
	PM	Underpass Gate
F2 (Reception)	Sunshine	Dorothy Grove – EYFS Front Door
	Rainbow	
Year 1	Bluebell	Underpass Gate – KS1 entrance
	Lily	
Year 2	Tulip	KS2 Playground
	Poppy	
Year 3	3GD	KS2 Playground
	3NH	
Year 4	4ML	Dorothy Grove – KS1 entrance
	4RE	
Year 5	5RM	Top Car Park Gate – KS2 entrance
	5SM	
Year 6	6AP	Dorothy Grove gate – KS1 entrance
	6JR	

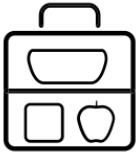


Curriculum

When your child returns, the most important thing is that they feel happy and safe to be back in school again. To ensure this happens, we will devote lots of session time to explaining the new routines, as well as time to explore feelings and worries. We will also focus on key skills such as English and mathematics.

We will be having a huge push on reading in school and reading at home will continue to be a key part of homework. We will write to explain how we will take books to and from school.

We will also be developing our digital and home learning strategies and more information will be shared about this in September.



School Meals & Snacks

There will be no tuck shop available at morning break times, however children may bring in a snack for break. This could be a piece of fruit or a cereal bar. Sweets and chocolates are not allowed, as we still operate as a healthy school.

Each child should bring in their own water bottle, which will remain with them at all times.

Hot dinners will be provided on a rota basis from week commencing Monday, 7th September 2020. Two year groups each day will be on the rota for a hot lunch. If your child's class are not on the rota, they will have a packed lunch – either from home or a grab bag made by our school kitchen.

If your child is entitled to a free school meal, a grab bag will be prepared for them or they will receive a hot meal when it is their year group's turn.

Buying grab bags and school meals should be done via the Parent Gateway app. Please contact our school office for more information.



Uniform & PE Kit

To bring our school community back together again and affirm children's sense of belonging, we expect all our pupils to wear full school uniform. Please ensure all uniform items are labelled with your child's name!

- We expect children to wear a navy blue jumper or cardigan. No hoodies please.
- We expect children to wear either a light blue or white shirt, blouse or polo top.
- We expect children to wear black or grey trousers or skirt. No jogging bottoms please.
- We expect children to wear black school shoes or black trainers with no logos.

We will be contacting parents when pupils are not wearing the correct uniform and ask that it is dealt with.

On your child's PE day, they will be allowed to wear their PE kit to school. This removes the need to change clothes in the classroom. Your child's teacher will share PE days in September.

On PE days, the following items can be worn:

- Navy blue jogging bottoms
- White t-shirt
- Navy blue hoodie or jumper
- Trainers (not plimsols as these are very soft)



Behaviour

Our three, simple school rules remain in place, as they cover practically everything!

- Please be polite
- Please be respectful
- Please do as you are asked

However, we do set out our expectations below. These expectations are all centred around keeping ourselves and others safe.

- I will walk around school quietly and sensibly, following my class route and keeping to the markers on the floor.
- I will try to keep a 2-metre distance between me and others.
- I will wash my hands regularly with soap and water or use antibacterial hand gel.

If your child is uncooperative and does not follow our rules or meets our expectations, we may ask you to collect them from school.

You can find our Behaviour Policy addendum on our website.



Attendance & Punctuality

From September 2020, attendance at school becomes mandatory. This means parents are legally required to send their children to school each day. Our Attendance Team will continue to monitor pupils' attendance and work with families when we begin to have concerns.

Children who have been shielding as vulnerable or critically vulnerable are expected to return to school with their classmates. For those children classed as critically vulnerable will have a personal risk assessment to ensure they can enjoy being back at school safely.

It is important that everyone arrives on time for their start time. Pupils arriving late will need to be escorted to their classrooms, which will cause disruption to the smooth running of the school.



First Aid

Our provision of first aid will continue as normal. However, trained staff giving first aid treatment may be wearing PPE (personal protective equipment) as appropriate, such as gloves, an apron, a face mask and goggles.

If your child suffers with asthma, please ensure they have their inhaler with them in school. It is preferred that medication is given at home whenever possible. However, if your child takes any medication and needs it in school, please complete a medicine form available at the School Office.



Cleaning Routines

We are committed to ensuring our school remains as clean and hygienic as possible. Each day before school, the building will be cleaned as it normally would. We will also be carrying out additional cleaning of the toilets and touch points such as door handles, tables and chairs throughout the day.

We will also ensure there is enough soap, water, hand sanitiser gel and paper towels for everyone.



COVID-19

Please keep school informed if your child, or any other member of your household develops COVID-19 symptom of a high temperature of 37.8 or above, a dry continuous cough or loss of taste or smell. If this happens, your child will need to have COVID-19 test and/or self-isolate for 14 days and will not be able to return to school. School will need to know the result of the test once it is received. If the test is returned as negative, your child may return to school.

If your child develops symptoms in school, we will contact you to collect them immediately. Any siblings also in school will need to be collected. Your child will be isolated from the rest of the school and will be accompanied by a member of staff. This member of staff may be wearing full PPE (personal protective equipment) including gloves, an apron, a face mask and goggles.



Respiratory Hygiene

Maintaining good respiratory hygiene is key.

Each child will have a supply of tissues and nappy bags to place any used tissues in. A nappy bag should be used on each occasion and tied. After using a tissue to catch a sneeze or wipe their nose, they must wash their hands.

Entrance & Exit Points

Dorothy Grove (Key Stage 1 Playground)

F2 children at 9.00am and 3.15pm – EYFS building entrance

Dorothy Grove (KS1 Playground)

Year 4 at 8.45am and 3.00pm – KS1 entrance
Year 6 at 9.00am and 3.15pm – KS1 entrance

Your child's class teacher will meet them on the playground.

Top Car Park Gate (Key Stage 1 Playground)

Year 5 at 9.00am and 3.15pm – KS2 entrance

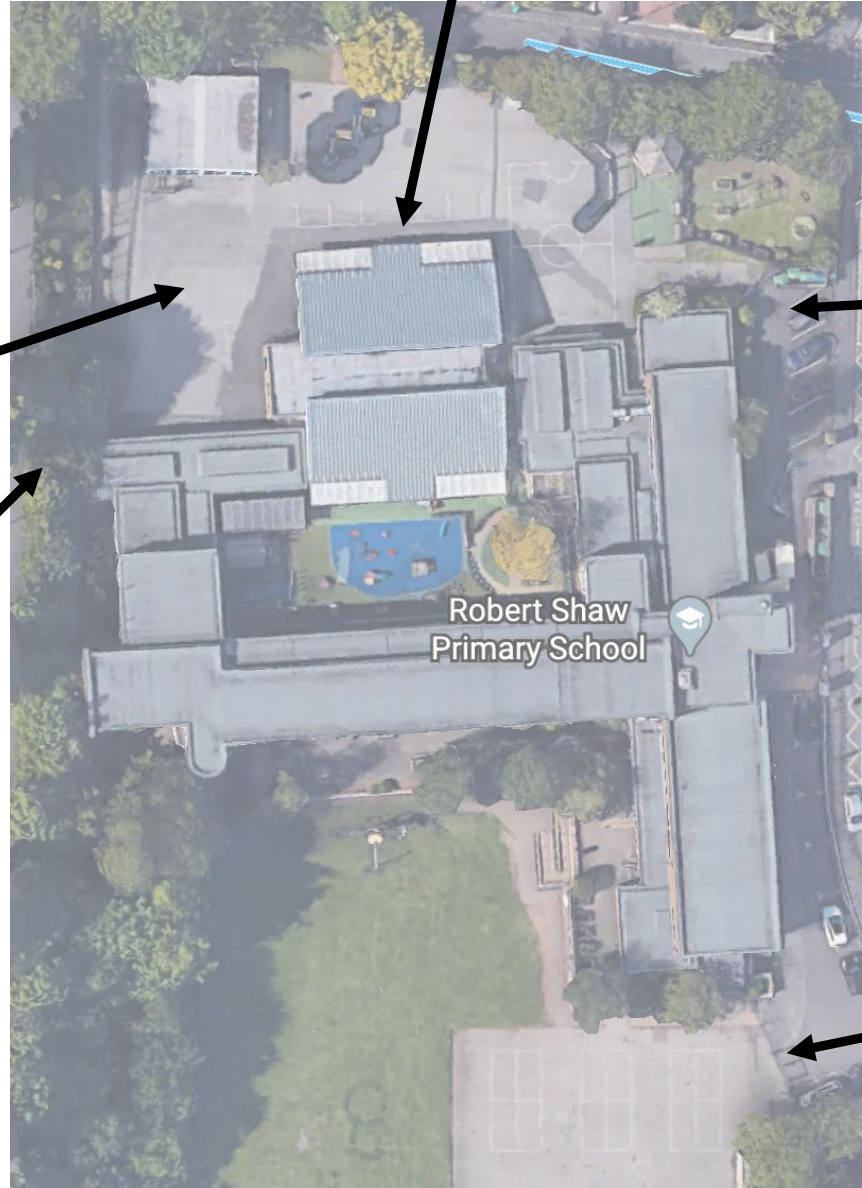
Your child's class teacher will meet them on the playground.

Underpass Gate (KS1 Playground)

Year 1 at 8.45am and 3.00pm – KS1 entrance

Your child's class teacher will meet them on the playground.

Please note: Nursery classes will use this entrance point when they begin their sessions.



Key Stage 2 Playground

Year 2 at 8.45am and 3.00pm
Year 3 at 9.00am and 3.15pm

Your child's class teacher will meet them on the playground.