

**Merchant Taylors' Primary School
Stanfield**

Merchant Taylors' Schools
134 Liverpool Road, Crosby, Liverpool L23 5TH
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**Merchant Taylors'
School**

26th August 2020

Dear Parents

RETURNING TO SCHOOL IN SEPTEMBER 2020

I am sure none of us would have foreseen the circumstances we currently find ourselves in as a result of COVID-19, this time last year. Looking ahead to the start of the new term next week, I am delighted to be welcoming back all the pupils and staff to Stanfield whilst adhering to the Government Guidance and ensuring that the health and safety of everyone in the community is made a priority. As you will have seen from the initial feedback from Scotland in respect of the schools which have already opened, planning for reopening has been complex and ever-changing. I would like to take this opportunity to thank those staff who have been working tirelessly throughout the summer to ensure that the doors can open to pupils on the 3rd of September.

As you may be aware, we are guided and bound by the UK government guidance including the ***DfE Guidance for Full Opening: Schools***. We are also following advice from several professional bodies, including:

- Independent Schools Council (ISC)
- Girls' Schools Association (GSA)
- Headmaster and Headmistress' Conference (HMC)
- Independent Schools Bursars' Association (ISBA)
- Public Health England (PHE)
- Medical Officer of Schools Association (MOSA)
- Sefton Council Education Department

We will continue to proactively respond to any further challenges that lie ahead with positivity and the resolve to do the very best by all our pupils. Please find attached the Stanfield Re-opening document that summarises all the plans that we have put in place to re-open the school.

Arrangements for the week commencing 31st August 2020

Pre-arrival

All parents will be asked to confirm that neither their children nor any member of their household have either had any Covid-19 symptoms or been in contact with anyone who has shown Covid-19 symptoms for the fourteen days prior to arrival back at School or been contacted by the NHS Track and Trace Service. The same request will be made of all our staff. A questionnaire will be sent to all families in the week commencing 1 September asking for relevant medical or travel information.

All parents are expected to follow the Government Guidance on quarantine if you and your family have visited a country which is now on the Government's red list within the last two weeks. If your child needs to self-isolate, then we will arrange for work to be set for him/her on Firefly.

Parents/guardians must inform the school if anyone in their household is diagnosed with Covid-19 as soon as this is known. All our medical procedures will be informed by public health updates. We ask that parents **assess their child's health each morning** before leaving for school. If they display any of the symptoms as listed below, please do not send them into school. Any pupil arriving at school and developing a temperature of 37.4C or above or displaying any symptoms will be sent home.

The most common symptoms of Covid-19 are:

- a. A new, continuous cough
- b. Fever/high temperature (37.7C or greater) at school we have set a temperature of 37.4c being the temperature at which we will send pupils home.
- c. Loss of, or change in, sense of smell or taste (anosmia)

By coming to school, staff and pupils confirm that they are well and symptom-free at the time of departure.

Arrival on 3rd September

Please see below for more details of what pupils need to do upon their arrival at school.

The school buses will start running for primary pupils from the 3rd of September and pupils will be asked to sit in their respective year groups.

Stanfield site

Start of Day:

Pupils to be dropped-off at their respective entrance. Infant pupils will be met by class teacher, junior pupils to make their way in to school to their classroom following one-way system and maintaining social distancing.

Arrival Time	Entrance A (Carpark Exit Gate)	Entrance B (Pedestrian Gate)	Entrance C (Carpark Entrance Gate)
8.20 – 8.30	Year 2	Bus Children	Year 1
8.30 – 8.40	Year 3	Bus Children	
8.40 – 8.50	Year 4	Bus Children	Year 5
8.50 – 9.00	Year 6	Bus Children	Reception

Reception first 2 days (Thursday 3rd & Friday 4th September):

Pupils to arrive in groups of 5 or 6 for first 2 days. Parents to bring pupils through Entrance C (carpark entrance gate) to the Reception outdoor area where they will be met by staff:

Arrival Time	
8.45 – 9.00	Group 1
9.00 – 9.15	Group 2
9.15 – 9.30	Group 3
9.30 – 9.45	Group 4

End of Day:

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Teachers to bring class out to their respective collection point to be handed over to parents. Pupils being collected from Entrance C to leave school via door to School House (Year 1 to exit via side of hall).

Collection Time	Entrance B (Pedestrian Gate)	Entrance C (Carpark Entrance Gate)
3.00		Reception
3.10	Year 2	Year 1
3.20	Year 4	Year 3
3.30	Year 6	Year 5

Y4 -6 Boys (MTBS Site)

Arrival

- Pupils should enter through the main gates on Liverpool Road and will walk past the clock tower to meet their teacher outside School House.
- Each year group will have a 10-minute window to arrive at school.

Departure

- Pupils will assemble in the designated area next to the lodge, to be collected.

Cars will not be allowed on site. Please adhere to the timings so we can provide a safe environment for pupils, parents and staff.

	Arrival	Departure
Year 4	8:20 – 8:30am	3:20pm
Year 5	8:30 – 8:40am	3:25pm
Year 6	8:40 – 8:50 am	3:30pm

Equipment and uniform for each school day

Pupils are asked to bring the following with them on each school day:

- A water bottle filled with water
- Snacks (no nuts)
- Junior pupils should only bring into school the equipment that they will need for the lessons that they have on that particular day. Stationery must not be shared.
- Infant pupils; equipment will be provided and will be kept in class bubble.
- Bags are allowed, and homework can be taken home and brought back to school.
- All pupils are required to wear uniform on their return including blazers and ties.
- R – Y2 – Stanfield uniform.
- Y3 – Y6 girls – Stanfield uniform.
- Y3 – Y6 boys – MTJBS uniform.

- When pupils are due to have a Games/PE lesson on a particular day, they will be required to come to school in PE kit and to stay in their PE kit for the remainder of that day. If they are staying after school for a sports activity but do not have a Games lesson on that day, pupils should change into sports kit at 3:30pm.

We will continue to communicate with you regarding any changes or updates to our plans. Future changes to this document will be sent to you via Firefly. Please do not hesitate to contact my PA on j.baccino@merchanttaylor.com if you have any further queries about re-opening.

Yours sincerely



Miss E Lynan
Headmistress