

Ysgol Plas Coch
Ffordd Stansty
Wrexham
LL11 2BU
Ffôn: 01978 311198
Ffacs: 01978 311198



Ysgol Plas Coch
Stansty Road
Wrexham
LL11 2BU
Tel: 01978 311198
Fax: 01978 311198

YSGOL PLAS COCH

Mr Osian Jones BA
Pennaeth Head Teacher

E-bost/E-mail: mailbox@plascochpri.wrexham.sch.uk
Gwefan/Website: <https://ysgolplascoch.cymru>

August 26th 2020

Dear parents and carers

I hope that everyone is keeping well and enjoying the summer.

Following a period of planning and working through guidance from the Local Education Authority and Welsh Government, below is relevant information for parents and carers on reopening the school in September. We are looking forward to seeing all the pupils returning including those that will be starting at the school for the very first time in the Nursery class.

When we reopen, we are very keen to have as much normality as is possible back in to the lives of everyone, pupils staff and parents / carers, balancing this of course with ensuring the health and safety of everyone due to the Covid-19 situation.

When do the children start back and in which class?

We are staggering when different year groups start back. This information was shared with you through the app / website / through the post at the end of the summer term; please take a look at the school website if you are unsure.

Nursery: emails with relevant information were sent out to you over the summer holidays.

Once the pupils start back, they are in every day.

As was noted above, our intention is to get back to as much normality as possible, under the circumstances. With this in mind and to assist working parents, the breakfast and after school clubs will operate from the day that your child starts back although we will be making some adjustments to their running. We won't be staggering school starting times in the morning and ending times in the afternoon initially. However, we will be monitoring this very carefully over the first few days and weeks and will make changes if deemed necessary. It will be very important for you to follow the dropping off and collecting guidelines that will be shared with you early next week.

School opening hours

These will stay the same as they were before the school closed in March.

Nursery: 9:00am – 11:30am

Reception to Year 6: 9:00am – 3:30pm

Breakfast Club

Breakfast club will be available as usual every day from September 3rd, opening at 8:05am. Pupils will need to arrive by 8:45am to use the breakfast club. £1 will be payable if arriving before 8:25am (payable online or on the day) with the breakfast club free if arriving after 8:25am. Pupils are to be dropped off by the main entrance as usual. Information about what paths to use will be shared with you at the beginning of next week. **Any child attending the breakfast club must eat a breakfast. This is in line with the Welsh Government and the LEA's requirements.** We will be making some changes to the way the breakfast club is run i.e. the children won't all be in the hall to keep to the bubble / social distancing requirements, but these won't affect the times of the club.

After School Club

The After School Club will run as usual for children attending the school from September 3rd, between 3:30pm and 5:25pm for Reception class to Year 6 pupils. It's important that we are aware in the morning if children are attending; you can do this by giving a member of staff a message when dropping off, through your child or through the usual contact methods. We will be introducing a pre booking and pre payment system soon in the new term for the After School Club.

Morning Snack

At the moment, the intention is to offer morning snack as usual. We ask you to pay online for a whole half term where possible. We will share the cost for the half term early with you early in September. Any payments that were made before the school closed in March will be brought forward as a credit to the new school year.

School dinner

The kitchen staff will restart providing school dinners as they did before the school closed in March. There are changes to the menu and a copy will follow next week. On the request of WCBC and the school, please pay for school dinners online using your child's online payment reference number (please contact the school if you need this number again). It won't be possible for you to use the paying in machine in the school foyer as parents and carers won't be allowed to enter the school building without prior agreement (see below). If you aren't able to pay online or if you need to know the balance on the account, please send the money with your child to school in an envelope and a member of staff will put it on to your child's account.

We will be making changes to lunchtime arrangements to keep the children in their bubbles i.e. an increase in the number of sittings.

Playtime

We will be making changes to playtime with every department and classes having different slots / areas on the yard we have available. The pupils will go out and come back in through the classroom doors to avoid crowding in corridors and cloakrooms.

Bubbles

Your child's class will be his / her bubble. Wherever possible, they won't be mixing with other classes with arrangements being made for separation and social distancing if two classes do need to be in the same place at the same time (i.e. on the yard). There won't be more than 30 children in one bubble.

We will be following the Welsh Government, the LEA and GWE's guidelines when arranging furniture in the classrooms in both the Foundation Phase (Nursery to Year 2) and Key Stage 2 (Years 3-6). We will make every effort to ensure that the pupils keep a distance from each other although we realise that this can be difficult with young children.

Stationery, reading books and resources

Pupils won't need to bring biros, pencils etc. with them – the school will provide these items as usual. Reading books will be sent home as usual and will be disinfected when they are returned. Resources will be cleaned regularly as per cleaning schedule and guidelines.

Curriculum

The first 3-4 weeks will be spent assisting the pupils to settle back into school routine, to calm any fears they have and to assess them as regards work. This will enable the staff to plan all that is needed to ensure that they catch up, develop academically and emotionally and to ensure that their wellbeing is catered for. I'm sure that a number of you will be concerned about the amount of education your child has missed over the last few months; please rest assured that we will do everything we can to ensure that they all catch up as soon as possible. **We'd appreciate your support in encouraging the pupils to speak Welsh in the school as soon as they are able to as this is an important aspect that some will have missed out on while the school has been closed.** We will also be making as much use as possible of the outside for learning.

If the school has to close again or if there is a class that has to self isolate etc. we will revert back to distance learning as we did during the lockdown period before summer.

School Uniform

Pupils are to wear school uniform every day as usual

Access into the school building for parents and carers

Parents and carers won't be allowed access to the school building without prior arrangement. This includes not coming to the office window in the reception area. If you need to pay for school dinners using the paying in machine, please read the section above about school dinners. If you need to leave a message, please do so by phoning the school, emailing or by passing it on to a member of staff when dropping off in the morning or to the breakfast club staff by the desk.

Toilets

Every class will have access to their own toilet and the pupils will need to wash their hands before as well as after. We will be controlling the number of pupils using the toilets at the same time.

Cleaning

We will continue to follow the cleaning programme that was put in place when the school reopened at the end of June, including extra cleaning of resources, key furniture and toilets during the day. The school will also be cleaned thoroughly at the end of every day.

Hand washing

We will ensure that all the pupils wash their hands regularly, following the public guidelines, using either soap and water or sanitiser. This will include before and after going to the toilet and before and after eating. Staff and any visitors to the school (i.e. school nurse, social workers) will also need to wash their hands regularly while on site. Again, we'd appreciate your support by reminding your child of the importance of regular hand washing. There will be wall mounted sanitising stations situated in every class as well as in other areas i.e. hall, staff room.

PPE

Pupils and staff aren't required to wear any PPE, including masks. We have, as part of our risk assessment noted some situations when it will be necessary for staff to wear PPE and they will do this if the need arises.

However, if you would like your child to wear any equipment while in school, i.e. mask, they are welcome to do so. We won't be taking children's temperatures as they enter the school.

Cases of Covid-19

If any child presents Covid-19 symptoms, they should not attend school. The Government's guidelines regarding isolating should be followed and a Covid-19 test taken. The school should be informed as soon as possible of any confirmed case of Covid-19. The above is the same for staff as well.

If there is a confirmed case / cases at the school, we have a procedure to follow that will include working with WCBC, the local Public Health Team, Track and Trace etc to decide on the best course of action.

If a child displays symptoms at school during the day, we will contact the parents / carers immediately and the child will be escorted to a specific room where he / she will be looked after by a member of staff in PPE until a he / she is collected.

Behaviour

For obvious reason, we expect all the children to be on their best behaviour when we reopen. If this is not the case, we will contact parents / carers to discuss further.

As noted, specific information regarding dropping off and collecting in the mornings and afternoons will be shared with you early next week as well as information regarding the use of the school car park.

I hope that the above is useful as information for when we reopen. As I mentioned at the beginning, we are keen to bring back as much normality as possible for the children and the school community while at the same time ensuring everybody's health, safety and wellbeing. We are all in a situation that we haven't been in before and I ask you to be patient with us as we introduce, monitor and if needed, adjust these arrangements over the next few weeks.

With thanks,

Osian Jones