



## “A Safe Branch from Which to Soar”

16 August 2020

Dear parents and carers,

### Back to School Reminders

To complement the letter sent to you on 14.07.20 regarding our reopening plans, please find below a list of reminders and ‘top tips’ to assist with an effective ‘Return to School’!

- ✓ WRAP AROUND CARE: ‘Early Drop-off Club’ will run from 8am daily, please book in advance by emailing the office [admin@shap.cumbria.sch.uk](mailto:admin@shap.cumbria.sch.uk). Booking form is available here: <https://www.shap.cumbria.sch.uk/early-club/>. ‘After-school Club’ will run until 5.30pm daily, please book in advance by emailing the office [admin@shap.cumbria.sch.uk](mailto:admin@shap.cumbria.sch.uk). Booking form and Activity Programme is available here: <https://www.shap.cumbria.sch.uk/after-school-club/>
- ✓ SCHOOL LUNCHESES: Please remember to book your children’s meals in advance. Log in to Lunchshop on <https://www.lunchshop.co.uk/user/login> to select meal choices.
- ✓ WATER BOTTLE: Please remember to send your child with a **named** water bottle daily (no juice please).
- ✓ UNIFORM: Initially, to simplify the organisation of PE and physical activities, we are requesting that your child wears an ‘informal uniform’ that they will be comfortable wearing all day within the class and for outdoor PE lessons. Please can your child wear: Shap CE School jumper with a t-shirt underneath, tracksuit bottoms or leggings, trainers or sandshoes suitable for physical activity on the school yard or field. We will be utilising outdoor spaces, so please send your child with a coat appropriate to the weather e.g. raincoat or warm coat.
- ✓ DROP OFF and COLLECTION ARRANGEMENTS: To allow us to keep our ‘class bubbles’ separate and minimise contact, each ‘class bubble’ will have their own entrance and the start and finish times of our school day will be staggered. Half of the school will operate from 8.30 – 3.00 and half of the school will operate from 9.00 – 3.30. Please remind yourself of arrangements for your child(ren) that was detailed in the letter you received on 14.07.20. Please ensure that only 1 adult accompanies your child(ren) and we ask that you help to support social distancing requirements by leaving the school grounds promptly once you have dropped off or collected your child(ren).
- ✓ STAY SAFE: to ensure the safety of children entering and exiting Kidsty Pike class via their garden, we have installed barriers to create a safe walk way. Please can we remind you that our school carpark cannot be accessed by families’ cars, or used as a thoroughfare.



SCHOOL MEMBER

KIDSAFE UK  
Registered School

- ✓ **COMMUNICATION:** please do keep in touch with us! In the first instance, the office staff can be contacted by telephone on 01931 716274, or by email [admin@shap.cumbria.sch.uk](mailto:admin@shap.cumbria.sch.uk). To drop off payments or paperwork, please come to the main entrance, and our office staff will 'chat through the window' or via socially distanced means. All staff can be contacted by their staff email addresses, or via telephone – just ring the office, and Sarah or Julie will pass on messages, or coordinate returned calls!
- ✓ **TAXI:** Stuart the taxi driver will be phoning individual families to organise the collection and drop off times and procedures.
- ✓ **READING BOOKS and HOMEWORK:** it is important that we minimise the amount of items going between school and home. If in doubt, please leave as much at home as possible! Your child's class teacher will inform you of arrangements that will be put in place regarding homework and reading procedures in due course.
- ✓ **HYGIENE:** please help your child to practice the efficient methods for handwashing and the 'Catch it, bin it, kill it' process using the posters attached to this letter. We will provide all of the soap, handtowels, hand sanitizer and Aqueous cream that is required, so please do not worry about sending these in with your child.
- ✓ **GOVERNMENT GUIDANCE:** please find attached to this email a leaflet entitled *Returning to primary school: what parents need to know*.

Please do not hesitate to get in touch if you have any questions about the reopening of school, I am more than happy to help and support you and your child(ren) to have a happy return to school!

Kind Regards,

Katie Chappell  
Acting Headteacher

T: 01931 716274

E: [head@shap.cumbria.sch.uk](mailto:head@shap.cumbria.sch.uk)

# Wash your hands with soap and water for 20 seconds.



**Palm to palm**



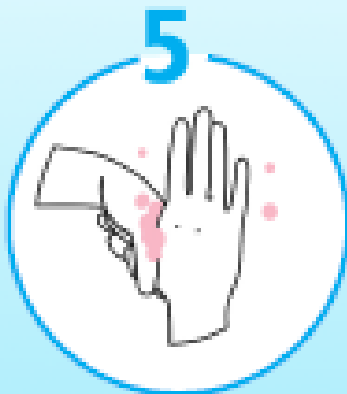
**Backs of hands**



**Between fingers**



**Backs of fingers**



**Thumbs**



**Tips of fingers**

**To help keep time,  
sing 'Happy Birthday' twice.**



SCHOOL  
MEMBER

KIDSAFEUK  
Registered School

# CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



# BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



# KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.



SCHOOL MEMBER

KIDSAFE UK  
Registered School