



# WHITMORE PARK PRIMARY SCHOOL

Halford Lane

Coventry

CV6 2HG

Telephone: 02476335697

Headteacher: Mrs McGibney

Email: [admin@whitmorepark.org](mailto:admin@whitmorepark.org)

Website: <http://www.whitmorepark.org/>

Twitter: @whitmore\_park

Thursday 2<sup>nd</sup> September 2021

Dear Parents/Carers,

We are looking forward to welcoming the children back to school on Monday 6<sup>th</sup> September. (Nursery and Reception children will have been advised separately of their starting dates.)

## Risk Assessment

We have updated our whole school Risk Assessment in line with the Department for Education and the Local Authority guidance. A copy of the full Risk Assessment will be uploaded on the website.

## Entering and exiting the school site

Please see the organisational information below to support a safe return to school.

There will remain to be 4 entry and exit gates onto the school site.

Gate 1 - Sadler Road

Gate 2 - Halford Lane

Gate 3 - Halford Lane

Gate 4 - Rylston Avenue

Gates onto the site will open at 8.35am and close at 9.00am in the mornings and will open again in the afternoon at 3.05pm.

Nursery children should enter Nursery via the entrance on Halford Lane and through the gate into the Nursery play area. Gates will open at 8.25am for an 8.30am start and open at 12.10pm for a 12.15pm start for the afternoon session.

All children in Reception, Year 1 and Year 2 will enter the school via their classrooms. The classroom doors will open at 8.45 and close at 8.55 ready for registration at 8.55.

The children in Years 3 and 4 will be met on the playground by their teachers where they will line up. Year 4 will go into school at 8.45 and Year 3 will go in at 8.50, ready for 8.55 registration.

Years 5 and 6 will also be met by their teacher on the playground and taken into school. Year 6 will go into school at 8.45 and Year 5 will go in at 8.50, ready for 8.55 registration. Can Year 5 children and parents/carers please wait by the fence, (there will signs indicating this area,) until the Year 6 children have entered the school.

All children will be encouraged to use the hand sanitising facilities available on entry into school. Please only arrive a few minutes before your child is due to enter the building and leave the site as soon as your child has gone in, so not to congregate on site.

At the end of the day your child will leave from the same place they entered the school. Reception, Year 1, Year 2 and Year 6 will finish at 3.15pm. Years 3 and 5 will finish at 3.20pm, this is to enable us to move the children around and out of the school safely.

### **Face Coverings/Social distancing**

We ask all Parents/Carers to continue to wear face coverings whilst on the school site as there are lots of people congregating at this time. Members of staff will also continue to wear face coverings when they are outside. We also recommend that you continue to adhere to social distancing where possible.

### **School Meals**

All children from Reception - Year 6 now have the option to have a hot school meal every day. These need to be booked on the School Gateway App. All meals need to be paid for in advance. Just to remind you all children in Reception, Year 1 and Year 2 are entitled to Universal Free School meals so will not need to pay but can pre-book on the School Gateway.



#### **1. Register**

Register using the same email address and mobile number held by the school



#### **2. Four digit PIN**

School Gateway will send you a text with your PIN



#### **3. Login**

Login, you are ready to go

### **Lateral Flow Testing (LFT)**

We ask all Parents/Carers to test your child with a LFT twice a week and let the school know of any positive results. We will continue to distribute LFT tests on the playground. More information to follow for dates of distribution. If you or your child presents with any symptoms, do not enter the school site and arrange a PCR test and let the school office know as soon as possible.

### **Communication**

We are continuing to ask Parents/Carers to telephone or email the school rather than come into the admin office where possible. Parents meetings will also continue to be held via the telephone or virtually.

### Cleaning, hygiene and ventilation

We continue to have a robust cleaning schedule which ensures cleaning will take place throughout the school day in addition to the whole school being fogged on a Friday afternoon. Early years also have additional fogging in their area on a Wednesday. We are fortunate as the school is relatively new that the ventilation is up to a high standard. We will also ensure windows and doors remain open for additional ventilation. Children will be using hand sanitiser and will be reminded to wash their hands throughout the day.

### PE

PE will start week commencing Monday 6<sup>th</sup> September. Can we please ask that the children wear sportswear such as Tracksuits, shorts, T-shirts. Children should not wear casual clothing, combat shorts or frilly tops as this isn't the appropriate clothing for exercise. Can parents also please ensure that children with long hair tie it back on PE days and that children do not wear earrings apart from studs.

#### PE Days

Year 1 Monday (all classes), Wednesday 1B, Friday 1D & 1G  
Year 2 Thursday and Friday (all classes)  
Year 3 Tuesday and Thursday (all classes)  
Year 4 Wednesday (all classes), Monday 4G, Tuesday 4D, Thursday 4B  
Year 5 Tuesday and Wednesday (all classes)  
Year 6 Monday and Friday (all classes)

PE days for Nursery and Reception will be advised in due course.

As always safety is at the heart of everything that we do.

Thank you for your co-operation and we look forward to seeing you and your child next week.

Yours sincerely

Mrs J McGibney  
HeadTeacher