



St Thomas of Canterbury School,
A Catholic Voluntary Academy,
Chancet Wood Drive,
Sheffield,
South Yorkshire, S8 7TR

Tel: 0114 274 5597

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Email: enquiries@st-tc.co.uk

Web: www.st-tc.co.uk

Head of School: Liam Colclough
Executive Headteacher: Andrew Truby

Dear parents/carers,

We are pleased to share details with you of the school plans for full opening in September. These plans build upon what has already been put in place so successfully since the phased re-opening of the school in June. It is very exciting to be looking forward to all our children being reunited again in their learning and as a community of God. Our aim is to get back to as close to 'business as usual' as possible whilst also being highly conscious and pro-active in all measures relating to social distancing, and infection prevention and control.

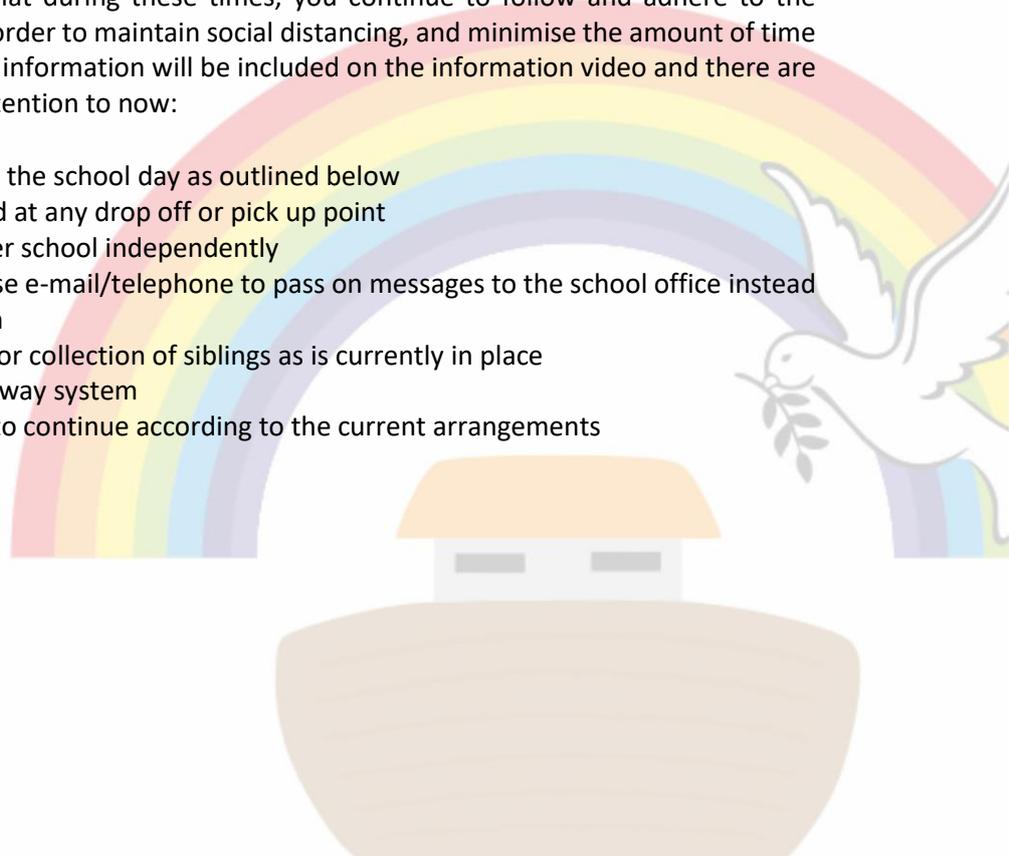
As well as this letter, we will also be sharing an updated information video and risk assessment for your reference ahead of September. We are aiming to have these ready before the end of this week.

It is important to state at this point, that these plans are subject to constant review throughout the school year.

Welcoming All Classes: Staggered Start Times

The systems we have in place currently in school have been highly successful and we are in a position to 'scale up' these systems ready for September. This will mean that in reality, we will have over 250 children coming into school at drop off time, and the same number being collected at the end of the day. It is absolutely essential that during these times, you continue to follow and adhere to the systems we have put in place in order to maintain social distancing, and minimise the amount of time spent on the school site. Further information will be included on the information video and there are a few key things to draw your attention to now:

- Staggered start times for the school day as outlined below
- Only one parent per child at any drop off or pick up point
- Key stage 2 children enter school independently
- Parents to continue to use e-mail/telephone to pass on messages to the school office instead of physically coming in
- The same arrangement for collection of siblings as is currently in place
- Continuation of the one-way system
- Entry and exit to school to continue according to the current arrangements





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Year Group	Arrival Time	End of Day
Hive	8.45-9.00	Gates open at 3pm.
Pre-School	8.45-9.00	
Reception	8.45-9.00	All children can be collected between 3.00 and 3.15pm.
Year 1	8.30-8.45	
Year 2	8.45-9.00	For parents who have children in Reception, Y1 or Y2 and older children in Key Stage 2, we would encourage you to collect at 3pm as Key Stage 2 siblings will be waiting for collection in the Key Stage 1 playground from 3pm.
Year 3	8.30-8.45	
Year 4	8.45-9.00	
Year 5	8.30-8.45	
Year 6	8.45-9.00	

Bubbles

Children will be grouped into class 'bubbles' and will stay in these throughout the day. This is an extension of what has already been in place during this term. For children in the Hive, Mr Sutton will be contacting parents with details of how the initial part of the school year will be managed.

Curriculum

When your children return to school we will be ensuring that we support them emotionally and socially to re-integrate into school and we are actually in a very strong position because so much of this work has already been done this half-term. Our relentless focus will be on ensuring that we deliver a full and wide ranging curriculum to your children. We know that some children will require additional support to catch up in their learning, and we will communicate formalised plans for this very early in the autumn term.

Lunches

We are working with our caterers Taylor Shaw around providing an exciting and appropriate menu for September. Once this is finalised, we will signpost parents to make bookings via Parentpay.

Equipment

We are asking for children to bring only the essential items they need for a school day, as everything else will be provided by school so that children have a personal set of resources in their classroom. Your child only needs to bring:

- Water bottle x 2
- Coat
- Wellies (for outdoor play in wet weather- these can be stored at school)
- Lunch box (if not having school lunches)



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Breakfast and After School Club

We are pleased that we will be able to re-commence this service in September, and it is important to note that long-term bookings need to be made through the link on the school website which can be found here:

<http://www.st-tc.co.uk/parent/childcare-bookings>

The permanent bookings will be charged in advance on a half termly basis.

Any short term/ad hoc bookings can be made via email to b.garner@st-tc.co.uk or by telephoning the school office. These bookings will be invoiced at the beginning of the half term following the half term that the provision was used.

All invoices should be paid within two weeks of receipt and can be paid either via BACS transfer (details on the invoice) childcare vouchers, cash or cheque to the office in a named envelope.

Please make your bookings by 31st August.

To support staffing for this service, it is helpful for parents to book well in advance if possible, as we have a capacity for how many children we can accommodate.

In order to maintain our infection control and prevention measures, we will be seating the children in year group bubbles in the school hall and additional spaces around school as required. As it is so important to maintain year group bubbles wherever possible, where a child has additional needs which mean they may find it difficult to socially distance, parents will need to contact the school in order to complete a risk assessment before a place in the provision can be allocated.

Once bookings have been made and confirmed, parents will receive additional information giving more details on logistical arrangements. Breakfast in the morning, and dinner at After School club, will continue to be offered.

Yearly Planner

Our Yearly Calendar will be shared with you electronically during the summer holiday and will contain all the key dates and information for the forthcoming academic year.

First Day Back At School

A reminder of those all important dates for the return to school:

Tuesday 1st September; Training day for staff- no children in school

Wednesday 2nd September: School re-opens



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For children in our Integrated Resource, and children starting Reception and Pre-School, there will be phased transition into school and this has already been communicated with you by Mr Sutton and Miss White.

Finally, we would like to take this opportunity to thank you again for the wonderful support you have given to the school over these last few months. The challenges we have faced as a school community should not be underestimated and nor should the strength and vibrancy of our response. This is a community of God, and we know that when we work in partnership, anything truly is possible.

We truly hope your children enjoy their final week of term, and wish you the very best of health and happiness for the summer holiday and beyond.

See you in September!

In sincerity and prayer,
Mr Liam Colclough (Head of School) The Board of Governors of St Thomas of Canterbury School
Mr Andrew Truby (Executive Headteacher)

