



## HOWLETCH LANE PRIMARY SCHOOL NEWSLETTER – START OF ACADEMIC YEAR

Dear Parents/Carers

Welcome to the new term. I hope that you have enjoyed the summer break and that you and your families are well and looking forward to getting back to the school routine. We are very much looking forward to welcoming the children back to Howletch and have been busy putting plans in place in line with local and national guidance.

As you may expect we have had to make some changes to the way the school runs with staggered starts and exit times, staggered lunch and playtimes. The safety of pupils and staff is of paramount importance and I'm sure we will soon adapt and get used to these new ways of working.

Children will be kept in class bubbles and will wash their hands at the beginning and end of lessons- hand sanitiser is available in every corridor. At breaktimes and lunchtimes, children will be kept in year group bubbles as they move around the school. We are introducing staggered lunchtimes with three sittings to ensure social distancing can be maintained as much as possible. Playtimes are also staggered with year groups allocated to designated areas. There will be no large scale gatherings such as assemblies.

Please read the information below in order to make sure you know the times and location areas for dropping off and collecting your children. These times are the same as those publicised in the July Newsletter:

	<b>ENTRY TIME</b>	<b>ENTRY &amp; EXIT GATE</b>	<b>EXIT TIME</b>
<b>Nursery</b>	<b>A.M. 8.45 P.M. 12.30</b>	<b>NURSERY GATE</b>	<b>11.30 -11.45 3.15 – 3.30</b>
<b>Reception</b>	<b>*9am</b>	<b>Gate onto KS1 yard</b>	<b>3.20 pm</b>
<b>Year 1</b>	<b>8.55 am</b>	<b>Gate onto KS1 yard</b>	<b>3.15pm</b>
<b>Year 2</b>	<b>8.50am</b>	<b>Gate onto KS1 yard</b>	<b>3.10pm</b>
<b>Year 3</b>	<b>9.00am</b>	<b>Mrs Cowey's class - side gate Mrs Mason's class – Sainsbury's car park gate</b>	<b>3.25</b>
<b>Year 4</b>	<b>8.55am</b>	<b>Mr Snelling's class - Sainsbury's car park gate</b>	<b>3.20pm</b>

		Miss Storey's class - side gate	
Year 5	8.50am	Mrs Milne's class - Sainsbury's car park gate Mr Sutherland's class - side gate	3.15pm
Year 6	8.45 am	Sainsbury's car park gate	3.10pm
<b>EMP BASE</b>	8.45 am	Main entrance	3.10pm

**\*Please note that Reception pupils will have shorter days and staggered starts initially before reverting to a set 9am start.**

**Parents are asked to be prompt but to stand back if they are early. We also ask that you queue in a socially distanced manner at the specified gate and to follow the one way system if dropping off at the KS1 / Nursery entrance. I'm afraid we will not be able to allow parents onto the school premises unless in an emergency.**

**If you need to pass a message on to a member of staff or request a telephone appointment, please ring or email the school office.**

**Only the parents of EMP pupils or pupils arriving late are allowed to drop off at the main entrance**

### **NEW WEBSITE**

We have a new look website which we hope you will enjoy using. Our Facebook page has been created and will be launched very soon.

The latest COVID Risk Assessment is currently being updated and will be put on the school website before Thursday 3rd September. This will give you more detailed information of the measures we have taken in school to protect all pupils and staff if you wish to read it.

### **PUPIL ABSENCE**

If your child has a temperature or cough or is generally unwell, please do not send them to school. It is important that we all take every precaution to stop the spread of any infection and to protect the health of everyone in our school community. Please ring the school office to let us know if your child is absent.

### **SCHOOL MEALS**

Children in Reception, Y1 and Y2 will continue to receive Universal Free School Meals, but the cost of a meal has risen to **£2.10** per day (£10.50 a week) for Years 3, 4, 5 & 6

Please give plenty of notice if you intend to change lunch arrangements as this can have an impact on our organisation. You can download the change to meal pattern form from our website or you can contact us by email on [o.howlatch200@durhamlearning.net](mailto:o.howlatch200@durhamlearning.net)  
Failure to do so may result in you being charged for meals not taken.

Children moving to Y3 are no longer entitled to Universal Free School Meals and parents must, therefore, pay for meals via their ParentPay account.

It may be that your circumstances have changed during the pandemic and if you are now in receipt of Universal Credit, you could be entitled to free school meals. We can check for you and your entitlement will start from that date. If your child receives Universal Free School Meals (Years Reception and KS1) you should still apply as the school receives extra funding or Pupil Premium to help the most disadvantaged children. This is needed more than ever now as we try to return to normal education.

### **UNIFORM ETC**

On return to school, children will be required to wear school uniform but we ask that they wear trainers and not school shoes for the autumn term. We will review this for the spring term.

We want to minimise items brought into school so we'd like children to wear PE kit on the days they have PE. You will be informed when your child's PE day is on their return to school. We will provide the basic stationery items for all pupils and we ask that children do not bring pencil cases or bags to school. We would also like children to bring their own water bottle which is clearly labelled and filled each day at home.

### **YOU NEED TO WEAR/BRING:**

OUTSIDE COAT

TRAINERS (for first term)

SCHOOL UNIFORM/PE KIT on your PE day – you will be informed of the day once school starts

WATER BOTTLE

HEALTHY SNACK eg FRUIT (There will be no tuck shop for KS2 children)

PACKED LUNCH (IF NEEDED)

### **PLEASE DO NOT SEND:**

BAGS (homework will be sent in plastic wallets)

PENCIL CASE

SCOOTER or BIKE

TOYS or BALLS

### **YEARS 5 / 6 pupils**

If your child is in Y5 or Y6 and you are happy for them to walk home on their own, you must send a letter giving your consent into school with your child on the first day or contact the school office. These children are allowed to carry a mobile phone to school. Please provide a small, labelled clear plastic bag in which the phone can be stored in the teacher's desk. Information and guidelines are changing all of the time so please check the school website regularly for the most up to date information.

We look forward to welcoming everyone back on Thursday 3rd September.

Best wishes

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