



Education Resources
Executive Director **Tony McDaid**
Head Teacher **Alison Duff**
Glenlee Primary School

Our ref:
Your ref:
If calling ask for:
Phone:
Date:

Dear Parent/Carer

Return to School – August 2021

I hope that you and your family are keeping safe and well and you have managed to enjoy some time to relax over the summer. Overall, the weather has been fantastic!

On Tuesday 3rd August, the First Minister laid out plans for the return of schools and nurseries in August 2021. Whilst a number of restrictions have been removed in society, schools and nurseries have been asked to continue with a number of the same mitigations that were in place at the end of June, with a view to these being reviewed after a 6-week period once children and staff have had the chance to settle in to their new class or setting. This is further explained in the letter that you have been sent from Tony McDaid, the Executive Director of Education Resources.

I understand that some parents and children may have concerns about Covid-19, but please be reassured that the safety of our pupils and staff is paramount in all of our decision-making and follows the advice that we have received from the Scottish Government and South Lanarkshire Council.

To ensure that we comply with the current guidance, the following procedures have been put in place at Glenlee Primary School:

Arrangements for Primary 1 on Monday, 16th August 2021

- The P1 children in Miss Robertson's class (Room 1) should arrive at **9.30am**.
- The P1 children in Miss Stewart's class (Room 2) should arrive at **9.50am**.
- A maximum of **2** adults may see their child into school on the first day. Parents/ Carers should enter via the Infant playground gate on Reid Street (the same gate used to enter for the transition visits). Please note, two adults will only be permitted to come in to the playground on the first day. **From Tuesday 17th August, strictly one adult will be permitted to accompany their child in to the playground.**
- Parents/carers are required to wear a face covering (unless exempt) when entering the playground with their child.
- Accompanying adults should bring their child via the playground to the exterior GP Room door where staff will be on hand to greet you in the playground. All adults should ensure that they keep socially distant from other adults and members of staff.
- In line with Scottish Government and SLC guidance, parents/carers will not be permitted to come into the classroom or school building with their child.
- Staff will take some photographs of the P1 children throughout the first day and we will make these available to parents/carers as soon as we can.

Anderson Street, Hamilton Phone: 01698 823343
Email: office@glenlee-pri.s-lanark.sch.uk



**INVESTORS
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**Healthy
Working
Lives**

- All P1 children should be collected from the playground at **2.45pm**. Parents and Carers should enter via the Infant playground gate and pupils will be waiting in the playground for collection.
- P1 pupils will then attend for the full school day from **Tuesday 17th August**.

Exit and Entrance Gates

- There will be a one-way flow to the playground at the start and end of the day.
- **Children in P1-P4** should enter via the infant playground gate on Reid Street, following the one-way system you should then exit via the senior playground gate on the gate which leads onto Reid Street.
- **Children in P5-P7** should enter via the gate on Anderson Street and will enter the building via the bubble next to the gym hall. P5-P7 children will exit via this door on to Anderson Street. If your child has a sibling in the lower school and you would like your children to exit from the same gate for a more convenient family pick-up; please contact the school office to inform us and we will arrange a suitable procedure.
- **Strictly one adult per family will be allowed** in to the playground. This may lead to queuing outside of the school gates. All adults must wear a mask in the playground and it is recommended that you wear a mask whilst queuing also.
- Only one adult is permitted to drop off/pick up their child at the end of the day, **remembering to keep 2m apart from others**.
- **We will operate a 'soft-start' to school. Children can arrive between 8.50am and 9am and immediately enter the building through their allocated door.**
- Playground gates will be locked until 8.50am.
- Support staff and members of the school leadership team will be positioned around the playground to direct children to their correct area on arrival at school and to ensure pupil safety on exiting the school.
- Please note, they will not have time to speak with parents/carers at this time.

Traffic Management

- **Parents and Carers will not be able to use the car park.** Only staff and authorised personnel who are visiting the school will be allowed to enter the car parks, along with any authorised vehicles responsible for transporting children to school (such as taxis organised by SLC).
- Please be mindful of local residents, we advocate a park and stride in order to prevent traffic congestion, provide a safe entry area for adults and children and promote a healthy lifestyle.

Outdoor Space

- Classes will be allocated different areas in the playground and will have staggered breaks and lunchtimes to ensure that not everyone is outside at the same time.
- **Children should not bring in any toys from home** to use in the playground.
- First aid boxes will be taken out into the playground to avoid children having to come to the office unless absolutely necessary.

Access to the Establishment

- Support staff/the school janitor will monitor children going to the toilet at break times.
- A hand sanitiser will be available at all entrances to the school.
- Parents/carers are asked to phone or email the school, rather than visiting the school office.
- Where possible, all visitors are asked to sign in and out the building using their own pen.

Movement within the School

- There is a one way system in all school corridors- children and staff should **keep left** at all times.
- All corridors have been cleared of any additional furniture.
- Social distance markers are shown in all corridors and the use of arrows indicates directional flow.
- Landing areas and corridors have had hand sanitisers fitted.

- All classrooms have hand sanitisers fitted and also have a supply of tissues and a lidded bin for their disposal.
- Where possible, doors will remain open.
- The janitor/ day cleaner will undertake regular clearing of contact areas, such as door handles.
- The janitor will regularly replenish soap, paper towels and hand sanitiser in communal areas throughout the day.

Dining Hall / Lunchtimes

- Classes will have a staggered lunchtime.
- Classes will be given set entry and exit times.
- Children will sit in classes in allocated seats.
- Seats and tables will be sanitised after each class.
- Hand sanitiser will be available at the entry and exit of the dinner hall.
- If children are bringing a packed lunch to school. Packed lunch boxes should be washed every night.
- **Unless in exceptional circumstances, children must not go home for lunch.**

Classrooms

- Children will wash their hands at regular points throughout the day, namely when they enter school, before interval, after interval, before lunch, after lunch and before they go home.
- Windows and doors will remain open, where possible.
- Hand sanitiser dispensing units have been mounted in all classrooms and in public areas.
- **Children should bring in a change of shoes so that they are not wearing outdoor shoes in the carpeted areas in our classrooms.**
- The janitor will regularly replenish soap, paper towels and hand sanitiser throughout the day.
- Children should bring in their own water bottle, clearly labelled with their name. This should remain on their own desk at all times and should last them throughout the day. Should you require support supplying your child's own water bottle, please contact the school to let us know.
- Children may bring essential items to school such as stationery, bags, packed lunches but will not be able to share these with their classmates.
- Children should not bring toys or non-essential items to school.

Learning and Teaching

- For the first few days, the focus for learning will be Health and Wellbeing, with activities designed to help children feel relaxed and comfortable with being back at school. They will have opportunities to rebuild relationships with staff and friends, as well as to get to know new children who may be in their class.
- Children from all stages will experience a lot more learning outdoors regardless of the weather, so please ensure that they dress appropriately for this and bring a waterproof jacket to school every day. For the first few weeks, P.E. will be taught outdoors; please ensure your child is appropriately dressed for those sessions.

Uniform

- Children should wear all items of school uniform as normal, including ties and blazers if you wish.
- Parents are asked to ensure that their child's uniform (including ties) is washed regularly.
- PE kits are not required for the first few weeks of school. Any PE lessons in the first few weeks will be outdoors and will not require a change of clothes. We will inform you in due course when these procedures change.
- The school changing rooms will be unavailable for now.

Other

- An isolation room has been set up in the school to be used for anyone (adult or child) who starts to display symptoms of Covid-19. **Parents/carers must contact the school immediately if their child or another family member is displaying symptoms and should not visit the school until the recommended self-isolation period is over.**
- If your child has a medical need, we will contact you to discuss arrangements for this, including the possible use of PPE for staff.
- All deliveries will be wiped once they have come into the school.
- **The school will no longer be allowed to take in birthday cakes/sweets for any child on their birthday to share with their class. Please do not send these in.**
- Childcare out of school hours providers will not be permitted inside the school building, please contact your provider for arrangements if necessary.
- Where possible, maintenance work in the building will be completed out with school hours.

We anticipate that there will be a further update in 6 weeks which will be published on I hope that this helps to ease any anxieties that you may have had about schools returning at the session. If you have any questions or concerns in relation to our return, please do not hesitate to contact me by either phoning the school (01698 823680) or by emailing the school office office@glenlee-pri.s-lanark.sch.uk

Thank you for your patience and understanding during this challenging time. We cannot wait to see the children back in school; we have missed them all so much.