

## Parking

When dropping off or collecting your child, please park with consideration. Do not park across resident's drives or park on the grass embankment across from school. We suggest you park at the community centre which in itself is safer as you do not have to cross the main road. Do not 'stop' or 'park' on the yellow zig zag lines outside school—this is dangerous and illegal. Penalty tickets have recently been issued.

## Smoking

School is a smoke free / Vape free zone. Please do not smoke near or on the premises.

## Dogs

Dogs are not allowed on the school premises even if held by their owner (unless a registered 'Seeing Dog').

## Concerns

At this time everyone is experiencing uncertainty and trying to create a 'new normal'. We remain committed to maintaining open channels of communication with parents. Please raise any concerns in the first instance with the adults with your child's class. The staff member will work with you to address your concerns and can escalate any concerns to the Headteacher where required.

## Arrival and Departure

To ensure classes do not mix we encourage children to be brought to school and picked up by an adult. Parents must be prompt and must leave as soon as their child has been dropped off or collected. Messages for staff can be delivered via the Class Dojo or phone the office.

DROP OFF AND COLLECTION			
TIME	TIME	CLASS	Where?
8.45	15.00	Year 3	Main Gate
8.45	15.00	Year 6	Main Gate
8.50	15.05	Year 1	Main Gate
8.50	15.05	Year 4	Main Gate
8.55	15.10	Year 2	Main Gate
8.55	15.10	Year 5	Main Gate
9.00	15.15	Reception	(AM) Rec. Outside Gate (PM) Main Playground

## Snacks

Children must bring a filled water bottle each day. They can bring a healthy snack to school such as an apple or banana (no sugary food or chocolate bars) for morning break. Children in Key Stage 1

## Communication: Parent APP & Class Dojo

Parents will be given a code to use on **Class Dojo**. This is a communication tool between class teacher/TA and parents/children about learning/requests specific to their class. Parents will also receive login details for **Parent APP** which is for whole school information, documents and letters etc. **It is vital that parents/carers engage with both Class Dojo and Parent APP.**

## Website & Facebook

Our school website is full of useful information from term dates and school events to class learning objectives and star of the week. Please visit our website [www.skertonstlukes.lancs.sch.uk](http://www.skertonstlukes.lancs.sch.uk) regularly for more in depth news and updates. School also have a Facebook page which can be accessed without an account.

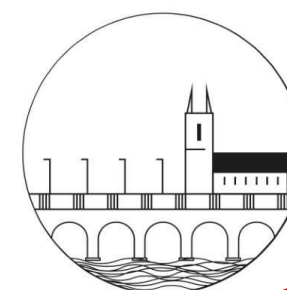
## Parent Pay

We are a cashless school. Items such as chargeable KS2 lunches should be paid weekly. No debt should show on your account.

## Our Mission Statement

**Opening minds, learning through challenge and celebrating God's World.**

*'Love your neighbour as yourself' Luke 10:27*



SKERTON  
**ST LUKE'S**  
CHURCH OF ENGLAND PRIMARY SCHOOL

## SCHOOL INFORMATION DURING COVID-19 PANDEMIC

Contents: Beginning and End of the Day, Attendance, Late Arrivals, Leave of Absence, Medical Appointments and Needs, Uniform, Hair, Jewellery, Water Bottle, Warm Weather, Parking, School Premises & Safety, Routine,

## Risk Assessment

A thorough risk assessment has been carried out to minimise the risk to children and staff (a checklist of what this includes can be seen on the school website). Attendance will be recorded and children are expected to be in school full time. Rigorous routines for handwashing and managing coughs and runny noses, are in place and children are reminded to stay at a safe distance. We expect children and families to follow these rules and are supporting those who find this difficult.

Children are now in their classrooms and are encouraged to socially distance where appropriate. Children in each class are not permitted to mix with members of another class, and staff, wherever possible, remain the same.

Classes are allocated a drop off and pick up time, playtime and lunchtime and children are kept separate in these classes once in school. Children have allocated toilets and enhanced cleaning procedures are in place. Parents and visitors (except those providing essential building maintenance or support for a pupil) are not permitted on site unless by prearranged appointment. If a parent needs to attend school for an appointment they will be required to wear a mask.

The Government has recommended that staff and pupils do not need to use PPE in school, however PPE will be used by staff where a suspected case of Coronavirus is identified and a distance of 2m cannot be maintained.

## Medical Needs

Please ensure the office are kept up to date with your child's medical needs and any allergies. Children who have a prescribed inhaler for Asthma must have an inhaler in school **at all times**. Parents/carers should complete a form every academic year.

## Attendance

All children are expected to attend school as normal. Arrival and departure is as outlined on your timetable and parents **must** ensure children are dropped off and collected at their required time. Please contact the school office if your child is unable to attend due to illness. It is important that you do not send children to school if they are displaying any signs of Coronavirus.

Do not send your child to school if there is a confirmed case in your household. Your child must remain at home for 14 days in this instance. Please notify the school office if this is the case.

Stringent procedures are in place to ensure the safety of others in the event a child begins to display symptoms of Coronavirus whilst at school. If your child is sent home they must remain at home for at least 7 days. If an individual tests positive for Coronavirus, Public Health England advice will be sought and may result in the whole pod being sent home to isolate for 14 days.

## Late Arrivals

It is expected that your child arrives on time for their class and failure to be on time may mean that your child will need to stay with staff in the playground until all children are safely in school. This will mean that they are missing starting their day with class and may miss essential learning time.

## Leave of Absence

Leave of absence for anything other than sickness/medical requires the parent to complete a Leave of Absence form.

## Uniform

It is expected that children will wear full uniform on including school shoes, except on PE days. On PE days we encourage children to come into school in PE clothes (school t-shirt, track pants or shorts and trainers) **No rucksacks or other bags**. Lunch boxes and water bottles only please. Long hair must be tied back and **all jewellery must be removed**.

**Please ensure all items are labelled with your child's name.**

## Food

Children may choose to have school dinners or packed lunches and this choice can be made daily. Children on packed lunches will eat in the classroom and school dinners will be in the school hall. Contents of packed lunches must be healthy options for children. No fizzy drinks, chocolate or sweets.

## Curriculum

Children will be taught National Curriculum in their classes and continued access to Class Dojo will support this learning for use in class and at home. All parents are expected to access Class Dojo in order to contact school staff and support with homework. Information from school may be shared via Class Dojo as well as Parent App. If we find ourselves in a lockdown situation in the future all learning will be done via Class Dojo and all parents and children will be expected to access this.

## Behaviour

To reduce risk and ensure our school remains a safe place to learn, additional rules are in place regarding social distancing and infection control:

- Additional handwashing routines will be followed.
- Social Distancing will be maintained where possible
- Children will not linger in corridors and communal spaces
- No spitting, biting, purposely coughing at others or other behaviours that put others at risk
- Soiled tissues must be put in the bin
- No items from home are to be brought to school with the exception of lunchbox, water bottle and glasses case if needed

Pupils who fail to adhere to these rules and put others at risk will be disciplined in line with the behaviour policy.

## Safeguarding

Our Child Protection and Safeguarding policy was updated at the beginning of this academic year to account for changes to 'Keeping Children Safe in Education 2020'. Please contact school if you are concerned about your child's wellbeing to enable us to support your family.