



**Education Resources**  
Executive Director **Tony McDaid**  
Head Teacher **Linda Callender**  
**David Livingstone Memorial Primary School**

**Our ref:** LC  
**Your ref:**  
**If calling ask for:** Linda Callender  
**Phone:** 01698 823680  
**Date:** 19<sup>th</sup> June 2020

Dear Parent/Carer

### **School Recovery Plan**

I hope that you and your family are keeping safe and well.

At the beginning of this week, you will have received a letter from Mr Tony McDaid, the Executive Director of South Lanarkshire Council's Education Resources, outlining the local authority's model of recovery for schools reopening in August. Schools across Calderside Learning Community have worked together to try to ensure consistency in approach, although please bear in mind that there may also be a few differences to suit the context of each individual establishment. I understand that some parents and children may have concerns about schools reopening in August, but please be reassured that the safety of our pupils and staff is parent 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 guidance on social distancing and good hygiene, the following procedures have been put in place at David Livingstone Memorial Primary School:

#### **Traffic Management**

- Only staff and people 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). The drop-off zone will also be out of use and parents/carers are asked to park in the car park across the road from the school or in the neighbouring streets, remembering not to block anyone's driveway.
- Our bike shed will be blocked off, so children should not bring their bike or scooter to school.

#### **Exit and Entrance Gates**

- To ensure that entrance and exit to our school grounds can be carefully controlled, the back gate will remain closed. All children must enter the school via the main gate at the front of the school.
- Only one adult should drop off/pick up their child at the end of the day, remembering to keep gates clear and to stay 2m apart from others.
- Only P1 and P2 parents/carers will be allowed in the playground. They should stand on the 2m markers outside their child's classroom door.
- Starting and finishing times will be staggered to allow children to arrive and leave safely at the end of the day. We will notify you about this early next week. At the same time we will also let your child know what class they will be in, as well as who will be their class teacher next session.
- 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.

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## **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.
- Each class will have a set place where they should line up, with distance markers ensuring that everyone keeps 2m apart.
- The picnic benches, seating areas and trim trail will be blocked off for all children.
- Children should not bring in any toys from home to use in the playground.
- As part of Health and Wellbeing, children will be taught a range of playground games that they can play whilst remaining socially distant from one another.
- 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 will monitor children going to the toilet at break times, ensuring 'one in/one out' at all times.
- A hand sanitiser will be available at the entrance to the school.
- Parents/carers are asked to phone or email the school, rather than visiting the school office.
- All children will enter and exit the building via their external classroom door that leads into the playground.
- All staff will enter and exit the school via the main entrance.
- All visitors are asked to sign in and out the building using their own pen.

## **Movement within the School**

- All corridors have been split in half using markers. Everyone should keep to the left-hand side of the corridor when moving around the building.
- All corridors have been cleared of any additional furniture.
- 2m distance markers are shown in all corridors through the use of arrows to indicate directional flow.
- All classrooms will have hand sanitisers fitted, as well as have a supply of tissues and a lidded bin.
- Only office staff will be allowed in the school office.
- Where possible, doors will remain open.
- Only 2 boys and 2 girls will be allowed in the toilets at any one time.
- The janitor 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.
- Seats that the children can sit on will be clearly marked so as to ensure that they stay 2m apart.
- Arrows on the floor will indicate directional flow.
- Classes will be given set entry and exit times.
- Seats and tables will be sanitised after each child.
- If children are bringing a packed lunch to school, this should be able to fit inside their schoolbag. Packed lunches will be eaten in the children's classrooms.
- Where possible, children should be discouraged from going 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.
- All children will have their designated desk and chair and will sit 2m apart.
- Children should remain in their seat at all times, unless directed to stand up by an adult.
- Windows and doors will remain open, where possible.
- In line with reducing the cost of the school day for all our families, all children will have their own tray containing any materials that they require. These will be labelled to ensure that there is no cross-contamination and children will not be allowed to share resources. Children should not bring in any stationery or other equipment from home.
- Children are not required to bring in a change of shoes at present.

- The janitor will regularly replenish soap, paper towels and hand sanitiser throughout the day.
- All soft toys and soft furnishings (such as cushions) have been removed.
- Children must 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 as it cannot be refilled. Should you require support supplying your child's own water bottle, please contact the school to let us know.
- Our cloakrooms will not be used, so children will just put their jacket on the back of their chair.

### Learning and Teaching

- All children will experience blended learning on their return in August. This means that children will attend school on either a Monday and Tuesday, or a Thursday and Friday, with home learning activities being provided for the days that the children are at home. You will be notified about your child's allocated 2 days early next week.
- The focus for school-based learning will be Literacy, Numeracy and Health and Wellbeing. Details regarding your child's home learning will be issued in due course.
- Siblings will attend school on the same 2 days.
- Children from all stages will experience a lot more learning outdoors regardless of the weather, so please ensure that they wear appropriate footwear for this and bring a waterproof jacket to school every day.

### Uniform

- Parents are asked to ensure that their child's uniform is washed regularly. Given the amount of time that children will spend outdoors, children are advised to wear a royal blue polo shirt, black trousers/skirt and either a royal blue or black sweatshirt or cardigan. In line with South Lanarkshire Council policy, the wearing of football colours is not allowed.
- Separate PE kits are not required at present.

### 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.**
- Only one visitor will be allowed in the school at any time.
- 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.
- Where possible, maintenance work in the building will be completed outwith school hours.
- A virtual tour of the building will be posted on our school website before the end of term to let the children see how the school and their classrooms have been organised for their return.

I hope that this helps to ease any anxieties that you may have had about schools re-opening. We are still awaiting guidance on a national level with regards to what is required for Early Years children and will communicate this with you as soon as it is received. If you have any questions or concerns in relation to our phased return in August, please do not hesitate to contact me by either phoning the school or by emailing the school office ([office@davidlivingstone-pri.s-lanark.sch.uk](mailto:office@davidlivingstone-pri.s-lanark.sch.uk)).

Thank you for your patience and understanding during this challenging time. I cannot wait to see the children back in school in August! We will continue to post regular updates on our school website, app and Twitter, so remember to look out for these. Please continue to look after yourselves and your families and have lots of fun (without the presence of home learning!) when the summer holidays officially start on Wednesday, 24<sup>th</sup> June at 1pm. Here's hoping the sun continues to shine!

Yours sincerely

**Linda Callender**  
**Head Teacher**