



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

P1 - P7 parents/carers

Our ref: LC
Your ref:
If calling ask for: Linda Callender
Phone: 01698 823680
Date: 10th March 2021

Dear Parent/Carer

School Update - P4-7 Return on Monday, 15th March 2021

I hope that you and your family are keeping safe and well. As you probably already know, the First Minister has announced that all P4-7 children should return to school for face-to-face teaching and learning as of Monday, 15th March 2021. It will be so exciting to have our whole school community back together again.

I understand that some parents/carers and children may have concerns about our P4-7 children returning, 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. We also have a robust risk assessment in place and have published this on our school website should you wish to access it. **Please ensure that you read this letter in its entirety to ensure that everyone has a shared understanding of the procedures and protocols that we have in place, as well as to key information such as start and finishing times, PE days, etc.**

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), and anyone who displays a blue badge. 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.
- Scottish Government and SLC advice states that children should not travel to school in cars with other households.

Entrance and Exit 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.
- All adults are required to wear a face covering unless exempt.
- Only P1 parents/carers will be allowed in the playground. They should stand 2m apart outside their child's classroom door.

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**INVESTORS
IN PEOPLE**



**Healthy
Working
Lives**

- Starting and finishing times will be staggered to allow children to arrive and leave safely at the end of the day. These are as follows:

Class	Start Time	Finishing Time
P1 (Miss Petrie)	8.45am	2.45pm
P1/2 (Miss Marshall)	8.55am	2.55pm
P2 (Mrs Young & Mrs Bannatyne)	9.05am	3.05pm
P3 (Mrs Jeffrey)	8.45am	2.45pm
P3/4 (Miss Brown)	8.55am	2.55pm
P4 (Miss Sharkey)	9.05am	3.05pm
P5 (Miss Campbell)	8.45am	2.45pm
P6 (Miss Feeney & Miss Smith)	9.05am	3.05pm
P6/7 (Mrs Sommerville)	8.55am	2.55pm
P7 (Mr Burns)	8.45am	2.45pm

- Children should only arrive at their allocated time.
- 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. Unfortunately, they will not have time to speak to parents/carers at this time and ask that you make an appointment at the school office if there is anything that you want to discuss.

Outdoor Space

- As before, 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 line up outside their own classroom door, apart from P3 (Mrs Jeffrey's class) who will line up along the windows of the dinner hall.
- 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 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 all entrances 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, apart from P3 (Mrs Jeffrey's class) who will enter and exit via the Open Area doors.
- All staff will enter and exit the school via the main entrance.
- All visitors, where essential, are asked to sign in and out the building using their own pen.

Movement within the School

- 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.
- All classrooms have had hand sanitisers fitted. They will also have a supply of tissues and a lidded bin for the disposal of these.
- Only office staff will be allowed in the school office.
- 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 for the dining hall.
- Children will sit in classes and will have a designated seat.
- 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, this should be able to fit inside their schoolbag. Packed lunch boxes should be washed every night.
- 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.
- Windows and doors will remain open, where possible. Good ventilation continues to be one of the mitigating factors which stops the spread of the virus. Please ensure that your child comes dressed appropriately for the weather with layers that can be removed if they feel too warm
- 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 and children will not be allowed to share resources. Children should not bring in any stationery or other equipment from home.
- Hand sanitiser dispensing units have been mounted in all classrooms.
- Children are asked to ensure that they have a pair of soft indoor shoes. These will remain in school in a labelled shoe box in their class cloakroom area.
- 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. Should you require support supplying your child's own water bottle, please contact the school to let us know.
- Our cloakrooms will be clearly labelled with each child's name.
- Children should not bring toys or non-essential items to school.
- Pupil movement around the classroom will be limited and will be at the discretion of the class teacher.

Learning and Teaching

- In line with the previous return to school, the focus for learning for the first few days 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.
- Teachers will determine where children are in their learning through observation, discussion and informal ongoing assessment over the next couple of weeks, revising the concepts taught through remote learning to ensure children's understanding.
- All areas of the curriculum will be covered, although Health and Wellbeing, alongside Literacy and Numeracy will be prioritised.
- Children will be able to use school reading books and these will be sent home, but must not be shared between different households. When returned, they will be quarantined for 72 hours before being used by another pupil.
- 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.

Uniform/PE Clothing

- School uniform is expected, apart from on PE days when children can come to school in casual clothes that are suitable for exercising.

- Parents are asked to ensure that their child's uniform is washed regularly, including their school tie if this is worn.
- All PE lessons will be outdoors and children will not require a change of clothes. Your child's PE day will now be as follows:

Class	PE Days	
P1 (Miss Petrie)	Wednesday	Friday
P1/2 (Miss Marshall)	Monday	Tuesday
P2 (Mrs Young & Mrs Bannatyne)	Tuesday	Thursday
P3 (Mrs Jeffrey)	Tuesday	Wednesday
P3/4 (Miss Brown)	Monday	Friday
P4 (Miss Sharkey)	Wednesday	Thursday
P5 (Miss Campbell)	Tuesday	Friday
P6 (Miss Feeney & Miss Smith)	Wednesday	Thursday
P6/7 (Mrs Sommerville)	Monday	Wednesday
P7 (Mr Burns)	Tuesday	Thursday

It is worth noting that this differs slightly from the timetable that was issued to our P1-3 parents/carers when their children returned at the end of February. However, these changes have been necessary as we now have all our classes to accommodate once again with each of them needing access to the MUGA pitch.

- The school changing rooms will remain unavailable at present.

Other

- All school staff, including Facilities and Catering staff, have been invited to take part in the Lateral Flow testing programme in order to identify and isolate asymptomatic sufferers of COVID-19. This programme will run twice weekly in line with Scottish Government and South Lanarkshire Council guidance.
- 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.
- Our Breakfast Club will not resume at this time.

I hope that this detailed information helps to ease any anxieties that you may have had about schools re-opening for our P4-7 children. We hope to make the return so school as fun and as normal as we can, and we are very excited to see everyone again as we have really missed you!

I would personally like to thank all our parents/carers for your patience and understanding during this unprecedented time. As I have said before, the support for our remote learning on Google Classroom has been incredible and we have been so impressed with the levels of engagement and participation in the tasks and activities undertaken. You should all feel very proud of everything that you have managed to achieve as we most certainly are!

If you have any questions or concerns in relation to the children returning to school, please do not hesitate to contact me by either phoning the school (01698 823680) or by emailing the school office (gw14dlmpsoffice@glow.sch.uk).

In the meantime, please continue to look after yourselves and your families. We will continue to post regular updates on our school website, app and Twitter, so remember to look out for these.

Thank you for your continued support.

Yours sincerely

Linda Callender
Head Teacher