

Leechpool Primary Parent/Carers Guidance – COVID Management Plan September 2020

- Staggered starts and ends to the school day will be continued in September 2020 following the timings linked to child's family name see table below

Times of Arrival	Year R - 6	Times of Arrival
8.30 a.m.	A-B	8.30 a.m.
8.35 a.m.	C-E	8.35 a.m.
8.40 a.m.	F-L	8.40 a.m.
8.45 a.m.	M-R	8.45 a.m.
8.50 a.m.	S-Z	8.50 a.m.

Times of Collection	Year R - 6	Times of Collection
2.50 p.m.	A-B	2.50 p.m.
2.55 p.m.	C-E	2.55 p.m.
3.00 p.m.	F-L	3.00 p.m.
3.05 p.m.	M-R	3.05 p.m.
3.10 p.m.	S-Z	3.10 p.m.

- Staff on duty will spot check the temperature of children upon entry to the school. Children with a temperature above 37.8 will not be admitted to the school.
- Children who become ill during the school day to be collected immediately.
- Children who have a temperature will need to be tested for COVID 19.
- The child will only be allowed to return to school once a negative test result has been seen by the school.
- Families to follow the one-way system set up in the school grounds – entering the building by the side gates and pavements and to leave the school through the main gates by walking up the drive ways.
- No parent to enter the school building for any reason. Any medicines that need to be dropped off will need to be organised in advance with the school office.
- Parents/families to follow the current government guidance regarding face coverings. We would like families to use face coverings to help ensure that we practice safe methods of contact for our school community.
- All contact with the school should be through the school office by email or the telephone only.
- Payment for any school services or visit should be made by payment cards or bank transfer. School Office can advise you of this.
- Unfortunately, due to the current situation the school toilets will only be available for the children of the school. We apologise for this inconvenience.
- Staff will be available in the school grounds to assist you with any questions or concerns. Staff on duty will be wearing high-visibility jackets and will have two way radios.

Please see the school website [link](#) here for further information.