



# St Benedict's College

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1 April 2021

Dear Parent/Guardian

As you will be aware school is now closed for Easter and all students will be on their Easter holidays, from Thursday 1 April to Friday 9 April inclusive. We are delighted that current government guidance allows us to re-open for all students in Years 8 – 12 on Monday 12 April. It will be really wonderful to have everyone back on site with us.

Student timetables and practical arrangements will remain as they were pre - lockdown. KS3 classes will be kept in their protective bubbles within their designated year group zone. Year 11 and 12 will move to their classes but will be confined to their designated zones.

## Health and Safety

Health and Safety obviously continues to be a priority for us so I would like to remind you of important measures that we have put in place to protect you and your child/children.

## Drop Off and Pick Up

- Students who are dropped off or walk to school should not arrive on site before 9.00am. They should enter from the Station Road entrance.
- Students who are collected or walk home from school will be dismissed at 3.20pm. Parents should collect them promptly from the Station Road entrance.
- Parents should not come on site, on foot or in cars, to drop off or collect their child. Drop off and collections should be outside the school gates.
- Parents should not congregate at the school gates and they should advise their child/children not to do so either.

## School Transport

- **It is compulsory for all post primary students to wear a face covering on school buses and on public transport.** Parents should ensure that their child/children have an appropriate face covering and should instruct their child/children to wear it every day, on the journey to and from school.
- Parents should encourage their child/children to sit with family members or others in their form class/bubble.
- Parents must not put their child/children on a bus to send them to school if they or anyone in their household are displaying any COVID 19 symptoms.

## Face Coverings

- **The wearing of face coverings is now compulsory for all students in post-primary schools, when in classrooms, moving about the school in corridors and in confined communal areas (including canteen and toilets).** Parents should ensure that their child/children bring an appropriate face covering to school and they should instruct their child/children to wear it in

the classroom, on the corridors, in the canteen and toilet or in any other area they are required to do so.

- Students should not share their face coverings with others and parents should ensure that face coverings are washed on a daily basis.

### **Personal Hygiene**

- Parents should encourage their child/children to wash their hands before coming to school and throughout the school day.
- Parents should provide their child/children with their own hand sanitiser for personal use.
- Parents should encourage their child/children to practise good respiratory hygiene and to follow the Catch it, Bin it, Kill it approach.
- Parents should provide their child/children with pocket tissues for personal use.

### **Social Distancing**

- Parents should remind their child/children that they must maintain a safe 2m distance from students and staff at all times.

### **Uniform**

- Parents should ensure that their child/children wear their full school uniform and the school sports kit on days when their child/children has PE. PE uniform details are available on the school website ([www.stbenedictscollege.co.uk](http://www.stbenedictscollege.co.uk)).
- Parents should ensure that uniform and school bags are washed on a regular basis.

### **Canteen – Break and Lunch**

- Parents should provide their child/children with a break as the canteen will not be available at break time.
- The Canteen will operate as normal at lunchtime.
- Parents should provide their child/children with a packed lunch, if required. Lunch bags and their contents should be disposable.
- Parents should ensure their child/children bring a bottle of water to school every day.

### **Parental Visits to school**

- Parents are not permitted on site and are not allowed to come in to the school building, unless they have a pre-arranged appointment. Parents cannot come on site to collect their child/children or to drop off items their child/children may have forgotten.
- Parents should contact Reception to make an appointment with a member of staff they may wish to see.
- Parents who have an appointment must wear a face covering when they are in the building. Only one parent should attend any meeting arranged.

## Attendance

- We are adopting a “Stay at Home if Unwell Policy” for students and staff.
- Parents must not send their child/children to school if they or anyone in their household are displaying any COVID 19 symptoms. They must follow PHA guidance on self-isolation and testing.
- Any student who has symptoms of coronavirus or a positive test will be required to stay at home for at least 10 days and to follow PHA guidance.
- Any student who lives with someone who has symptoms or a positive test will need to stay at home for 10 days from the day the first person in the home started having symptoms.
- Parents should contact Reception to let us know if their child’s absence is COVID related. Heads of Year will be informed and will make contact with that parent. If their child/children are being tested for COVID 19 parents should inform us and keep us updated on results received.
- Until further notice, absence notes should not be sent into school. Instead, parents should email [dwatters162@c2kni.net](mailto:dwaters162@c2kni.net) with “Absence Note” as the subject heading. The email should include the student’s name, form class, date of birth, date(s) of absence and brief explanatory details. Please also include the most convenient contact number in case clarification is required.

## Communication

- Parents are encouraged to continue to contact us with any issues, concerns or questions you may have. We will endeavour to get back to you promptly and remain committed to meeting you, in school, if required.
- We will continue to communicate with you through text messages, phone calls, letters and we would encourage you to keep an eye out for updates on our Facebook and Twitter feeds and on the school website ([www.stbenedictscollege.co.uk](http://www.stbenedictscollege.co.uk)).

The return to school after Easter will invariably be challenging for everyone on a whole variety of levels. If your child appears anxious about it, please encourage them to use the “I need to talk” option on Google Classroom. Mrs Coulter will pick up and respond to any messages she receives over the break.

I am so looking forward to welcoming your child back to school. I am confident that if we work together their return will be a positive experience and that they will very quickly find themselves feeling “happy, safe and successful” again in St Benedict’s.

Yours sincerely

Mrs Catriona McAteer  
PRINCIPAL