



Frequently Asked Questions on Starting Back to School

1) When will school start back and what times do the children arrive?

We will open on Monday 24th August from 8.40am and will close at 12.00 (P1, P2 and P3 + older siblings), 12.15pm (for P4 and P5 + older siblings) and 12.30pm (for remaining P6 and P7 children). On Monday, Tuesday and Wednesday of that first week the whole school will finish at these earlier times. *Collection points are detailed in Question 11.*

On Thursday 27th and Friday 28th August we plan to stay until normal finishing times and the children will have their packed lunch in school. *These finishing times are also detailed in Question 11.*

- P1 parents will be informed separately of their children's starting days.

PLEASE NOTE THE EARLIER ARRIVAL TIMES FOR CHILDREN

08:40 – 08:50	P1 and P2 pupils (plus older siblings) will enter the school by the main entrance door and go straight to class.
08:40 – 08:50	P3 and P4 pupils (plus older siblings) will enter the school by the front garden entrance door and go straight to class.
08:50 – 09:00	P5 and P6 children (plus any older siblings) will enter school by the assembly hall staircase door and go straight to class.
08:50 – 09:00	P7 children will enter school by the main entrance door and go straight to class.

2) Will there be Breakfast and After-School Clubs?

Yes, we plan for the Early Bird Club (*new name for the Breakfast Club*) to operate from 8.00am on **Wednesday 27th August** and the After-School Club to run up to 6.00pm from **Thursday 28th August** and throughout the term. Initially there will be no breakfast served so please ensure that your child has eaten prior to coming to school. If your child is staying after 4.00pm at the

After-School Club, they will also require a snack to be provided. This can be stored in your child's lunch box.

Numbers for both the Early Bird Club and the After-School Club will have to be limited and we are hoping that all bookings and payments will be able to be made through the new Brownlee App. *(Please see question 20)*

There will have to be an increase to the price of the Early Bird Club as we will have to pay a transaction fee for each payment made. The cost for this provision will now be £1.50 per day for supervision and £2.00 for those children wishing to have breakfast. *(Initially no breakfast will be served.)*

After-School Club costs will be similar to before, however, we will not be able to offer the multi-booking reductions that we were able to do in the past. Again this is due to the use of the Brownlee App for payment and how that has had to be set up. The cost per child will be £4 per hour and £12 for a full day (2.00pm-6.00pm).

3) Do the children wear school uniform?

Yes, all pupils wear the normal school uniform appropriate for their class. You will be given more information about what will happen on PE days in due course.

4) Will children go to the playground as normal each morning?

No, the children will immediately enter the school by designated entrances as detailed in Question 1. Children will be met at each entrance by a member of staff and pupils will then go directly to their classrooms where the class teacher will be waiting. The first thing all the children will do when they enter the classroom is wash their hands with soap and water. Parents and other adults should only enter the school building if they have an appointment.

5) What happens if I am late in the morning?

For all the children to enter the school safely and avoid congestion, we have specific entrance times which are staggered and will need to be adhered to. **It will be crucial that each child arrives at their allocated time.** If, however, you are unavoidably delayed, please telephone the school and you will be informed as to when your child can enter the school and by which entrance. Children who are late must not simply enter the school through a different door with another class. *Please see the answer to Question 1 for details of how you should arrive at school each morning and the entrance you should use.*

6) How will children socially distance?

It is recognised that although we will try to encourage social distancing in school, it will be next to impossible to maintain this in many of the younger

classes. Each class will therefore be treated as a 'protective bubble' and will operate independently of any other class. Children from different classes will not mix together at breaktime or lunchtime and when they are together, such as the Early Bird Club and After-School Club, social distancing will be stricter and children will be separated by class as far as possible.

7) Will there be school meals and milk?

Initially all children will require a packed lunch each day and this will be eaten at the child's desk in their classroom. From 1st September, children who are entitled to Free School Meals will be provided with a packed lunch. Hopefully hot school meals and milk will resume in the weeks ahead.

8) Do children need school bags?

Children will need a plastic lunch box for their snacks and lunch. They will also need their green book bag for resources such as their reading book. We will then supply each child with a clear, plastic folder containing resources such as pencils, rulers, colouring pencils, felt tips etc. These plastic resource folders will remain in school and will not be shared with other children or brought home. Transfer of material from home to school has to be kept to a minimum.

9) Will children have homework?

Children will have homework each evening such as reading, spellings and tables. Written homework may be reduced or be submitted electronically for certain classes.

10) Do children have to bring their own hand sanitisers?

Although we will have hand sanitiser stations available at the main entrance and throughout the school, we would much prefer that children use soap and water. Soap is much more effective for killing viruses and it is easier on the children's delicate skin. Children will not be required to bring any hand sanitiser to school as it can be dangerous if swallowed, however, class teachers will be putting out a request to their parents for donations of liquid soap as this will be used very regularly by the children each day.

11) How do we collect our children from school?

The arrival and pick up times are staggered each morning and afternoon. To assist parents, we will open the school playground so it can be used for additional parking space.

Each afternoon we would ask parents to remain in their cars until it is time to collect their child. Parents should then proceed to the designated exit and your child will be handed over by a member of staff.

Please do not congregate in groups and please vacate the car park as quickly as possible after your child has been collected.

Please note that older children leave school using the same exit as their younger sibling if they are both leaving at the same time.

HOMETIME COLLECTIONS

PLEASE NOTE SOME EARLIER COLLECTION TIMES

P1 leaves by the main entrance door at 13:45.

(12:00 during the induction period)

P2 leaves by the assembly hall staircase door at 14:00

P3 leaves by the front garden door at 14:00.

P4 leaves by the front garden door at 14:45

P5 leaves by the assembly hall staircase door at 14:45

P6 leaves by the assembly hall staircase door at 15:00

P7 leaves by the main entrance at 15:00

12) Will there be Extra-Curricular Activities, Special Needs Support, Counselling and Music Tuition?

Unfortunately, we will be unable to organise extra-curricular activities until further notice. Initially there will be no music tuition or counselling in the school. Such face to face meetings will hopefully be reintroduced into school life once social distancing routines have been thoroughly discussed and established. Special Needs provision will continue and appropriate social distancing between the particular member of staff and the child will be observed.

13) Does my child need to wear a face mask?

No, children will not be required to wear masks in school. These could potentially be counter-productive and extremely difficult for primary school children to manage.

14) Will school staff be wearing face masks or PPE?

I have provided face masks, visors and other PPE equipment for all members of staff. PPE will probably only be used when dealing with a child who has fallen, taken ill or requires some form of intimate care. Some members of staff

may choose to wear face coverings at other times during face-to-face meetings or when social distancing is difficult to maintain.

15) Will the school be stricter regarding children's behaviour due to COVID-19?

We always expect the very best behaviour from all the children in our school and the overwhelming majority of our pupils behave impeccably and show complete respect for all our staff.

However, some of the sanction options, which we would have previously used, are no longer available to us for example, children being moved to another class for a period of time or placed in a breaktime or lunchtime detention. We currently cannot use these options as they would involve children moving to other rooms.

If we encounter a situation where a child is being continually disruptive in class, refusing to obey instructions or behaving in a way which is a potential danger to other children or staff, we will have to ask for the child to be taken home and educated from there. This may be for the remainder of the school day or perhaps longer. Arrangements will then be put in place for the child to gradually integrate back into school and hopefully cope with the new classroom environment. This approach is in line with the Department of Education's guidance but will hopefully not have to be used.

16) What happens if my child is ill?

Please do not send your child to school if they are feeling unwell. If they show any symptoms of COVID-19, your child should be tested immediately and the school kept informed. If your child takes ill when they are at school, they will be sent home as soon as possible and the appropriate procedures detailed in the Department of Education's guidance to schools will be followed.

If your child is ill or absent from school for any reason, please inform the class teacher before school starts using ClassDojo. The reason for your child's absence also needs to be stated as we have to supply the Department of Education with statistical information for pupil attendance each day.

17) Do I still write a note if my child is ill and cannot attend school?

For the foreseeable future we will only require a message from parents on Class Dojo explaining that their child is ill. This will again reduce the amount of material being transferred from home to school.

18)What happens if a child in the school or a member of their household tests positive for COVID-19?

Where a member of a child's household tests positive for COVID-19, the school must be informed immediately and the child remain at home for 14 days.

Other children and adult staff in the same class will also have to stay at home for this isolation period of 14 days or until a COVID-19 test has taken place and has proved negative. The school will be able to advise parents about accessing testing if necessary. Children and adult staff who test negative for COVID-19 will be able to return to school, however, any child or adult who tests positive will be unable to return to school for 10 days or 2 school weeks following the positive result. The school will endeavour to support remote learning during this period of isolation. These isolation periods may change in the future based on Government guidance.

19)What if my child is behind with their work due to being off school for so long?

We appreciate that this is a very real concern for many parents and we do not want you to be unduly worried. For at least the first week of school, we will be helping children integrate back into the school life. Classroom and daily routines will have changed considerably and it will be important to ensure that the children are comfortable with the new classroom environment before they can start the process of effectively learning again. Children will also need the opportunity to ask questions or share some of their own thoughts and experiences of the lockdown period.

We will assess all the children using both the work they produce in class and some standardised testing to see where each child is academically and what support is required both as a class and individually. This will be carried out over several weeks, however, knowing the highly professional team of teachers and support staff we have in Brownlee, I have every confidence that each child will be learning at their full potential within a relatively short period of time. Once again, please bear with us as we work with the children and use various strategies to help them settle into the routine of class work and encourage them to develop a positive attitude to their learning again.

20)How do I access the new Brownlee App?

This new app will become our main method for reporting your child's absence, paying for school meals, milk, Early Bird Club, After-School Club etc. It will also contain important policies and other information relating to the school.

Simply visit the App Store on your phone and search for **brownlee ps**. Download the app and you will be asked for a one-time password which is **11111**. When prompted, please allow notifications. You can then click on the groups within the school that your child is involved with i.e. their class, After-School Club, school meals etc.

Please note that this app is a work in progress and although it has already been used successfully by some P6 parents in June, it will require updating in the weeks ahead if any teething issues come to light, so please bear with us.

I hope these initial questions and answers will inform you as to how we plan to open our school on the 24th August. More details may likely follow over the course of the next week.

Many thanks,

Colin Elliott

Principal