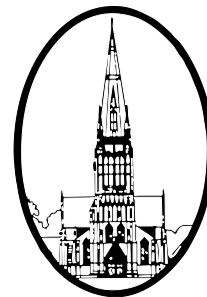


St. Mary's C. of E. Primary School
 Barn Street, Stoke Newington,
 LONDON N16 0JT
 Phone: 020 8800 2645
 E-mail: admin-office@st-marys.hackney.sch.uk



Headteacher: Jane O'Brien

*"St Mary's... feeding the mind, body and spirit
 so we can be the best we can be."*

All you need to know

- All children return to school on Monday 8th March (New Nursery children will be sent individual letters with their start dates)
- All children are expected to return to school and usual absence procedures will apply.
- To enable the effective and safe running of the school, two classes will be paired together to make one bubble of 60. This allows us to manage the start and end of the day, break and lunchtimes and interventions safely.
- We will continue with separate entrances as in the Autumn term. Please see grid below and map attached.

| Bubble | Start time (gate will open 10 minutes before) | Home time (gate will open 10 minutes before) | Entrance/ exit used |
|-----------------------|--|---|---|
| Nursery and Reception | Reception 9am Nursery 9.15am | Reception 3.30pm Nursery 3.15pm | EYFS entrance on corner of Barn St and Stoke Newington Church St. |
| Year 1 and 2 | 9am | 3.30pm | Pizza shop entrance on Stoke Newington Church St |
| Year 3 and 4 | 9am | 3.30pm | Back playground gate through estate |
| Year 5 and 6 | 9am | 3.30pm | Front playground gate on Barn St |

- When you drop your child off please note that we are still not allowing parents onto school premises
- We ask that all parents/carers wear a mask when dropping off and picking up their child/children. Please observe social distancing outside each gate. You **must** be patient as we dismiss children safely from school.



- If your child is late you **must** bring your child to the main office, however you must wait between the two electronic gates until someone is available to register your child and find out the reason for absence.
- If you are late collecting your child you **must** come to the main office, wait between the two electronic gates until a member of staff is available to bring your child to you as there is no waiting allowed at the main office.
- If children wear masks on the way to school they **must** be given to their parent / carer at the gate before the enter or for children in Year 5 and 6 that may travel independently, you **must** provide a ziplock bag or similar that is labelled, to put it in and this will be kept in the class safe.
- It is unlikely staff will be able to talk to parents on the gate so please communicate by telephoning or emailing the school office. Please note, if your message is urgent, we would ask that you telephone and speak to a member of the office team.
- All children will need to wear school uniform as normal, however we ask that children can independently fasten/unfasten their shoes.
- Children in Years 1 – 6 **must** attend school in their PE kit and remain in their kit all day.
- All children **must** bring in a water bottle labelled with their name. As water fountains are out of use ***this is non negotiable and you will be telephoned and expected to bring one in in the event that your child does not have one.***
- We are unable to store bikes or scooters due to managing the 4 different gates. Parents / carers **must** take any bikes or scooters away with them if children bring them to school.
- The school office will be closed and no parent / carers will be allowed onto the school site so the following is extremely important.
 - If you need to communicate with a member of staff you will have to telephone the main office, indicate who and why you need to speak to that person (so we can ensure you are talking to the right person and assess the urgency of your call). We will endeavour to respond on the same day however please allow 48 hours for a returned call.
 - Every parent **must** have a working parent pay account to pay for school dinners, maintenance fund, book bags future events or trips etc. If you do not have a working account please contact the school admin team.
 - Every parent **must** have access to an email, the school website or text to receive school communication.
 - If your contact details including emergency contact details (telephone numbers, names, addresses, emails) change you **must** email them to the school office.
 - As we would request at the start of each term, childrens prescribed medication needs to be in school for them to be able to return. If your child has an epi pen, asthma pump or other medication please



ensure school has this on Monday morning. If your child has recently prescribed medication you will need to complete a medication form. Please email school if this is the case so we can organise this with you.

- If you were loaned a device or dongle from school during the period of remote learning, please can you return these to the school office by Friday 12th March so that these can be used by children in school.
- Your child needs to bring their work books to school with them on 8th March so that teachers can use these to inform assessments.

