

 **North Manchester Primary Federation**

**Crumpsall Lane Primary School**

Crumpsall Lane, Manchester, M8 5SR

Tel: 0161 740 3741

Acting Executive Headteacher: Mr. P. Hughes

Head of School: Mrs. J. Fairclough

Assistant Headteacher: Mrs. E. Williams

Tuesday 5th January

Dear Parents/carers,

You have been contacted today by a member of our staff and agreed to having a school place. We look forward to seeing you and your child tomorrow when we reopen for a small number of pupils. Classroom bubbles have been set up to ensure we adhere to the government guidance provided and we have placed children into appropriately sized year group bubbles. The Smart Room children will remain in the Smart Room bubble all day.

The children will be completing planned and relevant learning activities to ensure that they continue to make progress. This is in line with government expectations and the children who are learning from home on Google Classroom.

Attendance

Your child must come to school every day unless you have requested a part-time place to fit in with your working hours. If your child or anyone in your household develops coronavirus symptoms, they ***must not*** attend school. If your child is ill, you must inform school of their absence.

Drop off and collection arrangements

School will open at 8.50am and doors will close at 9.00am.

School will close beween 2.50pm – 3pm. Please collect your children within this time.

Any child who was on a part-time timetable will still follow these hours.

All entrances and exits are the same as they were last term.

The one-way system around the school grounds is still in place and must be followed for your safety. Only one person is permitted to drop off and collect children. Please adhere to social distancing. If you are not sure where to drop off or collect your child/children from or the hours your children will be attending, please contact the school office.

Lunch

If your child usually has a free school meal, this will be provided in school. There will be a reduced menu on offer, a hot meal option or a sandwich. If you pay for school meals please continue to pay as usual. Children who have packed lunches can bring these in as normal.

Uniform and belongings

Children will be expected to wear a clean uniform every day. They will be having access to some sport sessions so they need to wear trainers. Please do not send in any unneccessary items into school. Children need a coat and their packed lunch, if necessary and EYFS children should have spare clothes to stay in school.

Contact with home

Parents need to be available during the school day to collect children in case of covid symptoms or for any other medical issues. Children need to follow the usual behaviour policies set in school. If their behaviour is deemed unsafe you will be contacted to collect them and this could result in them losing their school place. Please remind your children of safe behaviour, especially linked to safe covid practice.

If you have any questions or would like us to clarify any arrangements for you, please contact the school office or email your class email address.

Thank you for your continued support,

Mrs J Fairclough Mrs E Williams

Head of School Assistant Head