

Harleston Church of England Primary Academy

Flourish and grow with responsibility, respect and resilience

'As I have loved you, so you must love one another' - John 13:34

Welcome Back!



September 2020

Return to School Pupil Information
Handbook

Dear children,

I hope you are enjoying your summer holiday and it won't be long until we are all back at school and in our new year group and classes. This year, your class will not be named after your teacher but after a significant, influential person so have a look on the map of the school to see the name of your new class!

You may be feeling a little anxious about returning to school and it is normal to feel this way, as for some of you, it has been a long time since you have been in school with your friends but I know with our support, you will soon settle back into school life.

In September things will be a bit different to make sure that we can all enjoy school whilst staying safe and happy. This book is full of important and useful information that will help you prepare for life in your new classroom so have a read and remember, we will all embark on this new adventure together.

Looking forward to seeing you all soon!

Mrs Foreman and all the staff at Harleston C.E. Primary Academy

Arriving and Leaving

The start and end of the day will need to be a little different to make sure that all of the parents can keep their distance from each other.

Arrival At School

You can arrive between 8.30am and 9am

If you are in the lower school, you enter using Gate A

If you are in the upper school, you enter using Gate B

You will need to make sure you spread out and stay with your own family and not your friends as you arrive and leave school

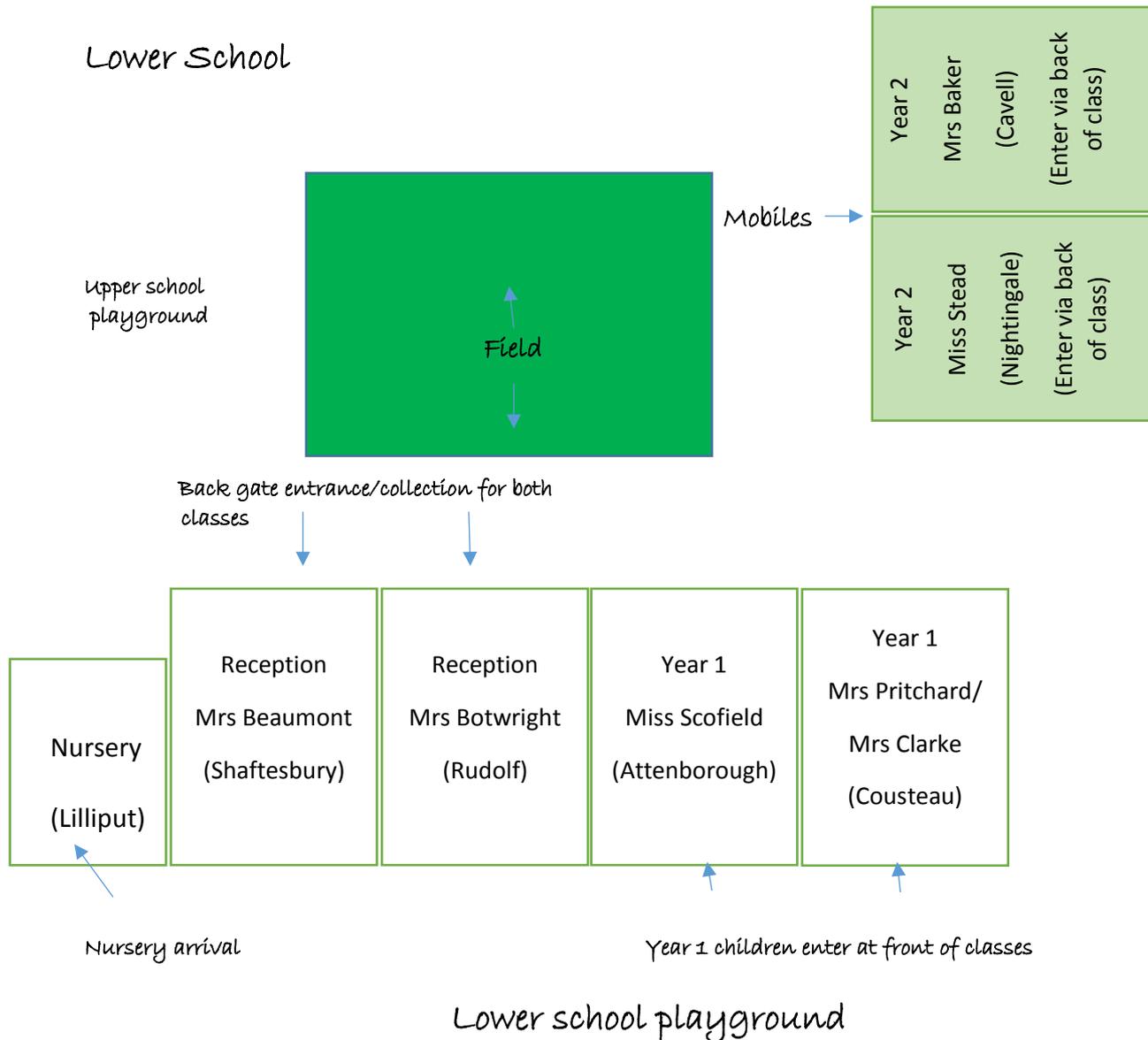
Follow the signs and directions to your new class

At the end of the day, you can leave between 3pm and 3.30pm

If you are in Year 6, you can meet your parents outside the school gates

You leave school using either the blue gates in lower school or the black gate at the bottom of the field

How to find your new class

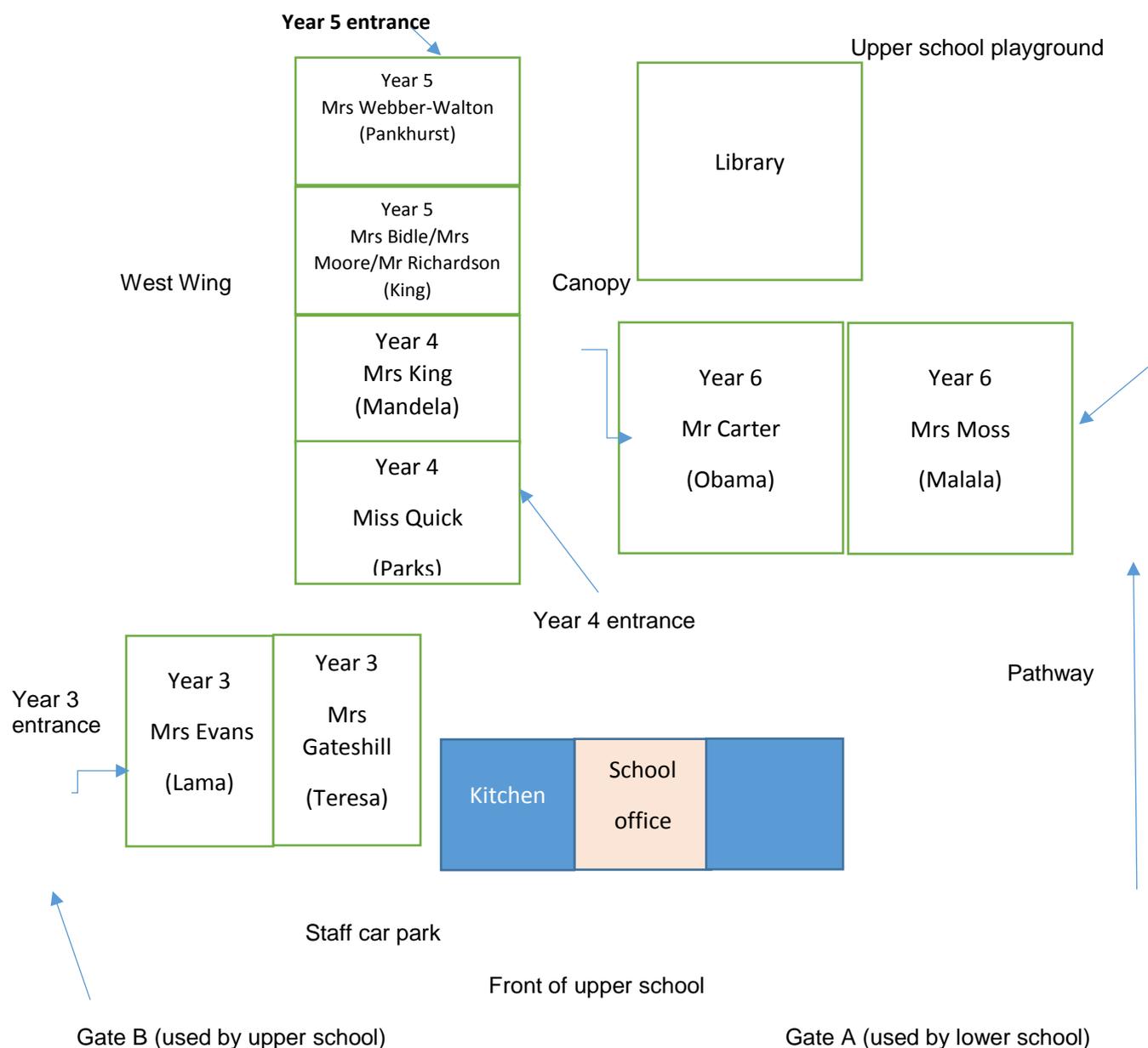


You will all enter via Gate A

- Reception and Year 2 children, you will go down the field and enter classes via the back entrances
- Nursery follow the diagonal path past the mobiles to Nursery entrance
- Year 1 go past the pond round the front of the school to lower school playground

Upper School

Staff car park at the back of the school



You will all enter via Gate B

- Year 3 will enter via the first side door once through the double access gates
- Year 4 will enter via the side door in the west wing closest to the main building
- Year 5 will enter via the top door in the west wing closest to the staff car park
- Year 6 will enter through two routes - Mr Carter's class under the canopy to the side classroom door and Mrs Moss's class by the netball court side door directly into the classroom

Every Day Life

There will be a few differences around school to keep us safe and happy. It is important that you listen to your teacher on the first day, as they will explain everything.

- We will all stay in our classes much more so that we don't mix with as many people.
- There are new rules for using the playground apparatus, look out for the signs! We will also have our very own separate play areas at break and lunchtimes.
- We will move around the school quietly so that we do not interrupt learning.
- You will not be able to mix with children from other classes unless your teacher tells you to.
- There will be rooms that children cannot go in to – there will be clear signs for you to read.
- We will have P.E. lessons outdoors and you will not get changed into your P.E. kits.

In My Classroom

You will spend most of the day in your room and your teacher will make it very clear what you can and can't do.

Here are a few tips to get you started.

- Every child from Year 2 will have their own seat at a desk where you will sit next to a friend. You will also have your own equipment.
- Nursery, Reception and Year 1 will be able to move around and play and engage in adult led learning.
- You will have the same sort of lessons as you did before – English, Maths, PE, Art, Music, Computing etc.
- Assembly will still happen but it will be in your own classroom and you will still be able to be awarded the lunchtime cup and cup for outstanding effort and behaviour.
- You will not be able to get up and walk around the room anymore (apart from the very young children).
- You will need to spread out and keep your distance – even the teacher!
- Swimming will not be able to happen at the moment.
- You can only use the toilet one at a time.

My Equipment

- You will keep everything on or under your desk all day.
- Your coat will go on the back of your chair (except Nursery, Reception and Year 1.)
- You will need to bring a named water bottle that is cleaned every day.
- Your teacher will give you all of the books and stationery that you need.
- You will not be able to share certain equipment with others.
- You will not be able to bring in toys or other items from home.
- You will not be able to use the cloakrooms at the moment (apart from Nursery, Reception and Year 1.)

Break Time and Lunch

It is important that we all still remember the new rules whilst playing during morning and lunchtime break.

- You will eat lunch in your classroom unless you are in Reception who will eat in the lower school hall. EYs and KS1 can still choose to have a hot dinner, a school packed or bring a packed lunch in from home.
- You will have a mid-day supervisor stay with you during lunch.
- You will get to play outside in with your group in a set space.

- You will only be able to play with children in your group.
- You will have to ask if you need to go to the toilet.
- You will get a little less time to play at lunch time to make sure that everyone gets a chance to go outside.

Going to the Toilet and hygiene



Each class will have set toilets to use. We all need to make sure that we remember the rules about good hygiene.

- Your teacher will tell you which toilet to use.
- You will be able to go to the toilet whenever you need to – but you must ask.
- You will need to wash your hands thoroughly for 20 seconds.
- You must not go into any toilet blocks if other children are in there.
- You can't wander off – you must go straight back to your classroom
- Always carry tissues and use them to catch your cough or sneeze. Put your tissue in the lidded bin. Wash your hands immediately – Catch it, Bin it, Kill it!

CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as





HM Government



Coronavirus

Wash your hands with soap and water more often for 20 seconds

Use a tissue to turn off the tap.
Dry hands thoroughly.



1
Palm to palm



2
The backs of hands



3
In between the fingers



4
The back of the fingers



5
The thumbs



6
The tips of the fingers

CORONAVIRUS

PROTECT YOURSELF & OTHERS



Zog and the Flying Doctors tell the lion with the sneeze,
“Don’t sneeze into your paw – and use a paper hanky, please.”

Illustration by Anni Shaffer and Jan Tomblow 2020, based on characters from Zog and the Flying Doctors © 2016 (Simon Green Books).