

West Pennard Church of England Primary School

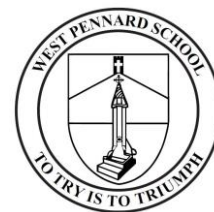


Church Lane, West Pennard, Glastonbury, BA6 8NT

Tel: 01458 832866

Email: westpennardprimary@gmail.com

Headteacher: Mr T. Wheat



Handy Fridge Friendly Summary – March 2021 Procedures

1. Do not send your child in to school if they are displaying symptoms. Self-isolate for 10 days and book a test. Please inform us that they are ill and of any result. See <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/> You may need to self-isolate for longer if your symptoms do not go away.
2. If your child tests positive, they must isolate for 10 full days following the day the symptoms started. You need to notify us immediately of a positive test, so that we can assess the implication for close contacts. Please ring the Office or, if in the holidays or at the weekend, notify us by filling in this [form](#).
3. Use the one way system into school and go directly out using the vehicle gate. Do not visit classes. Year R parents now drop off at the gate, as per the rest of the school. The children will leave your supervision and go straight to class.
4. Please wear face masks when dropping off and picking up unless medically exempt.
5. Adhere to social distancing guidelines. Please do not mix bubbles while entering or leaving the site. Please refrain from mixing outside of school with other families.
6. Face coverings for children is personal prerogative. On school transport, Year 6s that have had their 11th birthday must wear a face mask.
7. Uniform doesn't need to be washed any more frequently than before. Children need full uniform each day.
8. Keep items that are sent in to school to a minimum. Reading books and Planners need to come in daily. Please assist your child's ease back in to school by reading with them often.
9. The normal rules of attendance apply.
10. Arrive at school between 8:30am and 8:50am. Gates will open once the bus children enter the site. We will receive children for supervision at Breakfast Club from 7:30am. School finishes at 3:00 for Reception and KS1 and 3:15 for Key Stage 2. If you have children in differing Key Stages, please pick up at the later time.



11. If only picking up a child from the Reception and Key Stage 1 time of 3:00 please leave the site as promptly as possible so as to not come into unnecessary contact with those arriving for 3:15. Likewise, if only needing to arrive for 3:15 pick-up, please do not arrive any earlier than 3:10.
12. When dropping off at Breakfast Club wear a face mask. Please use the intercom and do not enter the site. The staff will receive your child in the hall.
13. When picking up from After School Club please wear a face mask. Use the intercom and do not enter the site. The staff will escort your child to meet you at the gate.