



Elmlea Schools' Trust

Newsletter Issue 1

Friday 3rd September

Dear parents and carers,

We hope you have all had a good summer break and been able to take a rest from your usual routines, even if you didn't manage to get away.

We don't usually send out a newsletter before the start of term but we are aware there are questions you might have as we return. We also wanted to remind you of our new routines for start and end of day which are also outlined below. All class teachers will be in classrooms at the start and end of day and there will be key members of staff on the main gates and around wearing hi-vis jackets should you need any assistance.

We are so looking forward to welcoming all the children into school and especially pleased that we can have parents on site. Please bear with us if there are any hiccups in the first few days, please remember we haven't been an open site since March 2020!

Have a lovely weekend and we look forward to seeing you all on Monday.

Mrs Wright: Executive Headteacher

Arrangements for Term 1 2021

The Trust has revised COVID risk assessments these can be found on the Trust website and here; [Junior School RA](#) and [Infant School RA](#). **However should there be an outbreak we will revert to the procedures and COVID RA that we had been operating under last term.**

Having consulted parents and staff we have put in place the following plans which we will trial throughout September:

We would like to welcome parents and carers back on to the site from September. Parents are welcome to move across the site if you are dropping off or picking up your children.

Children can either line up outside their class or go straight in at the designated time.

The school gates will be open from 8.35am and 3.00pm to prevent a build up outside the school site, please arrive promptly.

It is your decision to wear a mask or not.

In the mornings for drop off: please enter through the main infant pedestrian gate **or** the main junior gate and exit via the top junior gate onto the lane **or** via the Infant pedestrian gate.

In the afternoons all gates can be used

Older siblings can wait outside their classrooms or if Yr2's in the waiting zone of the new playground if being dropped earlier (previously the infant staff car park).

Start and finish times

Year group	Start time	Finish time
Reception	8.50 am	3.15 pm
Year 1	8.45 am	3.10 pm
Year 2	8.50 am	3.15 pm
Year 3	8.45 am	3.10 pm
Year 4	8.45 am	3.10 pm
Year 5	8.50 am	3.15 pm
Year 6	8.50 am	3.15 pm

Collection arrangements for Year 1 and 2

Please make sure you have replied to the Infant School to let them know who will be collecting your child from school each day.

For Year 2 children please follow this [link](#)

For Year 1 children please follow this [link](#)

PE kits - Please ensure your child is wearing their PE kits on their PE day to school in Year 2 – Year 6. They do not need to bring school uniform as they are not getting changed in school.

In Reception and Year 1 getting changed in and out of their PE kits is a skill that still needs practice so will remain.

From September if your child is wearing jogging bottoms or leggings into school or an additional plain PE hoodie/sweatshirt please ensure they are navy or royal blue (Elmlea blue is a preference but we know they are hard to find but navy is everywhere) We have been very relaxed this year about the colour of joggers/leggings and PE sweatshirts but going forward, please ensure your child is ready for PE in the PE uniform.

Contacting the school office - Please continue to use email as the main form of communication with the office. We now have a new email address;

info@elmleaschoolstrust.com please use this for both Infant and Junior Schools. If it is essential to come to the school, please do not come until after 9.30am as office staff complete all safeguarding checks regarding child absence prior to this time.

COVID-19 - Parents and carers; please take a look at this [quick guide](#) to updated COVID procedures

The COVID-19 symptoms as per www.nhs.uk

Main symptoms are:

1. High temperature
2. A new, continuous cough – this means coughing a lot, for more than an hour, or 3 episodes in 24 hours
3. A loss or change to sense of smell or taste – this means they cannot smell or taste anything, or things smell or taste different to normal.

General Info

Website - Please use the Elmlea Schools Trust website for looking up information- please check here for info before emailing the office.

Changes to pick up or walking home changes - Except in an emergency, changes to pick up or walking home arrangements should be communicated to the school by midday. This allows staff to receive communication at lunchtime rather than teaching in the afternoon having to be interrupted.

Medication - please remember to bring in children’s medication clearly labelled on Monday 6th Sept and ensure you have completed a medical form to support this.

Aspens dietary form - Please complete this if your child has a dietary requirement. Further details are on the website. [Aspens dietary form](#).

Junior Teacher-led Clubs- please check letters from July. If your child is unable to attend please let the office know as soon as possible as there is a waiting list.

Scooters/ bikes can be brought to school and left in the scooter and bike sheds.

PTA communications and queries - elmlea_infants_pta@hotmail.co.uk

Diary Dates

2021/2022		
<p>Term 1 Thurs 2nd Sept to Fri 22nd Oct '21 INSET DAYS: Thurs 2nd and Fri 3rd Sept First day of term Mon 6th Sept '21</p> <p>Term 2 Mon 1st Nov to Fri 17th Dec '21 INSET DAY Mon 1st Nov First day of term Tues 2nd Nov '21</p>	<p>Term 3 Tues 4th Jan to Fri 18th Feb INSET DAY Tues 4th Jan '22 First day of term Weds 5th Jan '22</p> <p>Term 4 Mon 28th Feb to Fri 8th April '22 INSET DAY Mon 21st March '22</p>	<p>Term 5 Mon 25th April to Fri 27th May '22 May Day Holiday Mon 2nd May '22</p> <p>Term 6 Mon 6th June to Fri 22nd July '22 INSET DAY Fri 24th June '22 Last day of term Fri 22nd July '22</p>