



Education Resources
Executive Director Tony McDaid
Woodside Primary
Head Teacher: Elaine Renwick



Woodside Primary **August Parental Guide – Version 3**

As a result of the announcement on the 30th of July, this guide outlines the most recent plans for starting back to school in August.

However, many aspects will be subject to change due to guidance and the evaluation of our systems once we have seen them in operation. So please bear with us, thank you!

Our number one priority is the safety of all our pupils, staff and parents. Therefore, we require your assistance and support with our new arrangements.

You will now be aware that all children will return to full time education on Monday the 17th August. The initial plans for the first week are as follows:-

Tuesday 11th August – Inset day for staff only.

Wednesday 12th August – Primary 1 children only.

9.00am – Primary 1 (Group 1) children may enter via designated school gate with **one** parent and go directly to their classroom door. Pick up will be 3pm by only one parent.

9.15am – Primary 1 (Group 2) children may enter via designated school gate with **one** parent and go directly to their classroom door. Pick up will be 3.15pm by only one parent.

Thursday 13th August – Primary 1,2 and 3 children only.

8.45am – Primary 2 and 3 children to enter via designated school gate and make their way to their lines. Pick up at 2.45pm at the same gate.

9.00am – Primary 1 (Group 1) children may enter via designated school gate with one parent and go directly to their classroom door. Pick up will be 3pm by only one parent.

9.15am – Primary 1 (Group 2) children may enter via designated school gate with one parent and go directly to their classroom door. Pick up will be 3.15pm by only one parent.

Friday 14th August – Primary 4,5,6 and 7 children only.

9am – Primary 4,5,6 and 7 children to enter via designated school gate and make their way to their lines. Pick up at 3pm at the same gate.

Monday 17th August – All children return to school **full time.**

Primary 1-3 will start school at **8.45am** and finish at **2.45pm**
(Only for week beginning 17th Aug Primary 1 will begin between 9.05am - 9.15am. This will allow one parent to bring their child to the classroom door. They will also have a flexi finish between 3.05pm - 3.15pm.

Primary 4-7 will start school at **9am** and finish at **3pm**

Parents are asked to drop their children at school **NO** earlier than 5 minutes before their allocated starting time.

Please **only** use the gates noted below, which have been organised by surname. This will help pupils to enter and exit the school premises in a safe and controlled manner, taking account of social distancing. No parents or carers will be allowed in the playground. The school gates will be supervised by staff members both at the start and the end of the day.

Surnames

A – G will enter and exit via the small gate at Johnstone Road (Gate 1)



H – Mac and Mc will enter and exit through the gate at Laburnum Lea (Gate 2)



M – Z will enter and exit through the gate at the front of the school. (Gate 3)



In order to keep everyone safe, we need your co-operation with this arrangement. In order to avoid congestion please park away from the school and allow children to walk at least some of the way. There remains the need for 2m social distancing around the school perimeter at all times for parents/carers and any other visiting adults. Where this is difficult, our advice would be to wear a face covering where possible.

Please plan ahead and think about your safest route to school. Talk to your children and explain exactly where you will be standing at home time too. Please also consider the safety of our neighbours when doing this. Thank you

Class Lines

Please share the information below with your child. Obviously, it will take a bit of time for them to get used to this new system. Their teachers will support them with the arrangements and staff will be out in the playground to help them with this.

Primary 1-3 (8.45am -2.45pm)

Rooms 1- 5 will line up outside their classroom door.

Room 6 will line up at **stairwell 2**. This is the door closest to the Johnstone Road gate.

Room 7 will line up at the **Gym Hall** doors.

Room 8 will line up outside the **Dinner Hall**.

Primary 4 -7 (9.00am - 3.00pm)

Room 9 will line up outside **Room 4**.

Room 10 will line up outside **Room 5**.

Room 11 will line up at the **Dinner Hall**.

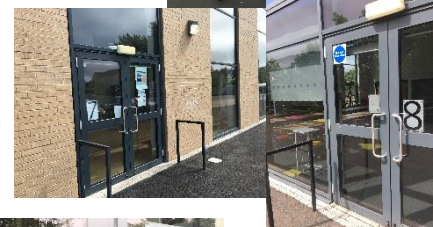
Room 12 will line up outside **Room 1**.

Room 13 will line up outside **Room 2**

Room 14 will line up outside **Room 3**.

Room 15 will line up at the **Fire exit door** beside Mrs Renwick's office.

Room 16 will line up at the **Gym Hall**



Our playground will be organised into zones. Every class will have their own zone in which to play. Children from Primary 4-7 can wait in their zone in the

morning before school starts, if they need to be dropped off at 8.45am with a younger sibling.

School day

To help ensure we reduce the numbers in our playground and staffroom we have altered our school day. This is subject to change once we evaluate how it works:

	P1,2 & 3	P4,5,6& 7
Start of Day	8.45am	9am
Morning Break	10.15-10.30	10.40-10.55
Lunch	12.00-12.30	12.40-1.10
Afternoon Break	1.30-1.45	1.55-2.10
End of Day	2.45pm	3pm

Car Park

As we will be using the small gate next to the Mercedes garage as an entrance and exit point our car park **will not be open** to parents from 8.30am - 9.30am and 2.30pm-3.30pm. Our janitor will be managing the gates for staff access and children who require some form of school transport.

School Transport

It has been confirmed that children and young people can travel on dedicated school transport without the need for physical distancing and we will provide an update for you on the safety arrangements that will be put in place. Please can I request that Primary 1 children do not use the bus for the first few days of school.

Visitors

For health and safety reasons please can I ask that all requests are made by telephone to the school office. We need to reduce the amount of visitors we have at our school. **Parents should only visit the office in an emergency.**

School Dinners

All lunches will now take place in the dinner hall. This will continue to be paid through Parent Pay. Primary 4 -7 meals will now cost **£1.75**, Primary 1-3 pupils will continue to be entitled to a free school meal. Can I please ask that all children remain in school during lunchtime.

Additional information to help prepare

- Children should wear school uniform, although we suggest that ties are not necessary. Please ensure regular washing of school uniform.
- Please ensure that children have a warm, waterproof jacket, as they will be playing and learning outdoors in 'all weathers'.
- As all classroom windows will remain open throughout the day, please ensure your child has a sweatshirt or cardigan.
- Initially children will not be changing their shoes when they are indoors.
- Please note that there will be NO breakfast club available until further notice.
- Children can bring their own packed lunch box and water bottle. These **must** be clearly labelled and will be stored under each child's desk.
- **No** toys should be brought to school.
- Every child will be given their own tray to store their resources in. Each child will be supplied with basic stationary items, which will be stored in their tray. Children may bring a pencil case if they wish.
- All children will be given an individual 'toilet pass' to help monitor numbers in the toilets.
- Talk to your child about washing their hands. Extra sanitiser stations have been set up around the school.
- Finally, please continue to talk to your child about the importance of social distancing. I know they will be really excited to see their friends and their teachers, however we need to stress the importance of discouraging physical contact with their friends and staying 2 metres apart from their teacher.



School Uniform

Our Parent Council continue to manage our pre-loved uniform stock. If you require support with items can you please email :- woodsideparentcouncil@hotmail.co.uk and someone will be in touch with you.

Please find a link for the SLC School Clothing Grants and Free School meals on the front page of our website.

Face coverings

Face coverings are not required for most children/staff, however they can be worn if this is a preference.

Again, I need to emphasise that these are our initial arrangements. However, once we return, we will evaluate and make changes where required.

We can't wait to have the children back in our building. Please keep checking your emails, our website and Twitter for updated information. Additional parent information is available on the National Parent Forum:

<https://www.npfs.org.uk/2020/07/23/back-to-school-guidance-for-parents-and-carers/>

Thank you for your continued support, which is much appreciated by all members of staff. See you all next week!

Kind regards,

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