

# King Athelstan Primary School

Villiers Road, Kingston Upon Thames, KT1 3AR  
Tel: 020 8546 8210 Fax: 020 8547 2732

admin@kingathelstan.rbksch.org  
www.kingathelstan.kingston.sch.uk



Headteacher: Emily Newton

16<sup>th</sup> September 2020

Dear Parents and Carers,

## Face Coverings

In light of the increased restrictions that the government put in place from Monday 14<sup>th</sup> September preventing groups larger than six from gathering socially, and the continued trend of increased daily confirmed cases of COVID-19, both nationally and locally, we will be putting in place additional measures from tomorrow - **Thursday 17<sup>th</sup> September**.

Whilst everyone is making a great effort to follow our staggered drop off and pick up procedures and adhere to the one-way system, we recognise that it is very difficult to observe to a two-metre distance during these times. Therefore, from Thursday 17<sup>th</sup>, we request that, in addition to maintaining social distance as far as possible, **adults and children of secondary school age please wear a face covering when dropping off or collecting children from school.**

This should be worn over your nose and mouth at all times when in our queue outside and until you exit the school site at the end of the one-way loop at the car park exit, just as you would in a shop. Staff members on the gates will also wear face coverings from Thursday 17<sup>th</sup> as, again, it is difficult for us to remain two metres from the adults dropping off and collecting at these times. Staff on duty in the playground will not wear face coverings as distancing from other adults is far easier here. This also enables staff to greet children with a smile. Please respect the school team by remaining **2 metres** away at all times.



We are aware that some people are exempt from wearing face coverings in public spaces for medical reasons, in line with government guidance, and the same rules will apply in school. For this reason we ask families not to challenge others who are not wearing face coverings. We have noticed that a number of you have taken the step of wearing a face covering to school already and are sure that you will all want to continue to work together to keep our community as safe as possible. If the change in rules is likely to confuse or upset your child, please ensure you prepare them for this change in advance so that they know what to expect in the morning. We will also be preparing children by explaining this at school too. Our pupils **do not** need to wear face coverings. Thank you for your support and understanding.

## Changes to Drop Offs

Now that all year groups are back at school, we have reviewed the drop off arrangements. In light of this, we are moving the Reception drop off to **8.35am from Monday 21<sup>st</sup> September**. All other timings remain the same. We are also adding an orange line on the ground outside the gate to EYFS. Please drop your child/ren here and keep walking. Children should already be carrying all their belongings. Please do not bring older siblings to the line with you and be as fast as possible in consideration of the long queue behind you. Most importantly, we ask **all** families **NOT TO JOIN**



THE QUEUE UNTIL A MINUTE OR TWO BEFORE YOUR DROP OFF TIME. A number of families are arriving early and standing in the queue for 10 minutes or more and this increases the risk for everyone.

### COVID-19 Related Absence

Additionally, we would like to take this opportunity to remind parents and carers that we are unable to authorise absences whereby a child is kept home from school because a child in their class is exhibiting symptoms. We would like to reassure you that we currently have no confirmed cases of coronavirus in school, however should we have a confirmed case, we will authorise absences for those pupils who are directed to self-isolate by the Test, Trace and Isolate system. Please do not keep your child home from school unless:

- They are exhibiting symptoms of coronavirus and you are awaiting a test
- Another member of the household is exhibiting symptoms
- A member of your household tests positive
- You have been directed to self-isolate by the Test, Trace and Isolate system or as a result of international travel.

We recognise that this is a worrying time for families, particularly those with vulnerable household members, however the number of children self-isolating due to exhibiting coughs or temperatures or while awaiting a test is only likely to increase over the winter months as we enter cold and flu season. We need to have a proportionate response to this and we are not able to authorise absence except for the reasons listed above. This is very clear in the government guidance for schools. In addition, we would ask that families refrain from sharing information regarding children exhibiting symptoms via parent groups such as WhatsApp as this only serves to increase anxiety within the community. If you have any circumstances you feel are specific to your family please contact us directly to discuss it.

### Reminders

- Please remember that only **one** adult (or secondary school age sibling) per household may come on to the school premises to drop off or collect. This includes Nursery and Reception
- **Please be on time** for the drop off and collection times for your child as we cannot guarantee that there will be staff to safely supervise your child if they arrive outside of their allocated time slot
- Please do not overtake in the queue, or allow your children to overtake, even if you are running late. Please keep all of your children close by, including pre-school siblings
- All children should already be carrying all their belongings when they reach the gate so that they can go straight in without delay
- Please push scooters and bikes rather than riding them once on the school grounds, or leave them at home
- Please make sure your child has a named, re-fillable water bottle each day
- Please use the letter box by the front door to return any paper forms
- Please use the [messages@kingathelstan.rbksch.org](mailto:messages@kingathelstan.rbksch.org) email to give information to the office. Staff outside cannot take verbal messages
- Please ensure your child has been to the toilet before leaving home - we are not able to let children in early to use the toilet. We are very sorry for this inconvenience

Thank you again for your ongoing support.



Emily Newton  
Headteacher