



**Principal:** Mr Keith Black

52 Gortnaskea Road  
Stewartstown  
Dungannon  
BT71 5NY

**Tel:** 02887 738619  
**Mob:** 07902 984046

**Email:** [info@ballytrea.stewartstown.ni.sch.uk](mailto:info@ballytrea.stewartstown.ni.sch.uk)



## NEW TERM INFORMATION FOR PARENTS

Wednesday 25<sup>th</sup> August 2021

Dear parent(s),

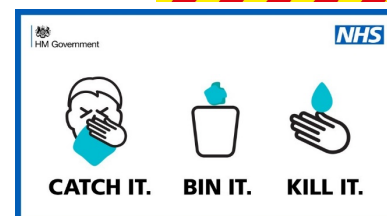
Once again, I hope that you and your families are well and that you have had a relaxing break over the summer holidays. As mentioned in my letter to you a number of weeks ago, I am writing to provide you with some clearer information on what school will look like upon our return. Hopefully by reading this letter you will be able to see the structures and arrangements that we will be putting into place for the safe return of both our pupils and staff.

As the Covid-19 virus is still present within our community, it is important that we retain a degree of flexibility within our planning so that we can best meet any issues that may arise as we return to school.

In order to make the information as clear and simple as possible for all, I have broken down the information into subsections. Some of the information is similar to what was in place last year, whilst other sections have been updated in line with the most recent guidance from DE and the PHA. Please read all the information carefully.

### 1. Covid-19 Prevention

- It is essential that all children are reminded of the significance of personal hygiene as they return to school, particularly around the importance of regular handwashing.
- Children will be requested by staff to wash their hands regularly throughout the school day.
- Hand sanitiser will also be readily available throughout the school and the children will be encouraged to make use of it.
- School staff may wear PPE (such as visors, aprons or gloves) if there are required to work in close proximity with a child or to perform first aid if required.
- The children will also be instructed to follow good respiratory hygiene, following the principle of '**Catch it, Bin it, Kill it**' and will be discouraged from touching their eyes, face, nose and mouth.
- If your child is displaying any of the symptoms of Covid-19, they should **stay at home** and follow the latest Public Health advice. (Symptoms include: raised temperature, persistent cough, loss of taste and loss of smell.)
- If any child presents as unwell, parents/guardians will be contacted.
- If any child displays symptoms of COVID-19, they, and any members of their household within the school setting, will be sent home from school and advised to follow the PHA guidance.



- If there is a confirmed case of someone in the school having the Covid-19 Virus the school will follow the latest PHA and DE guidance. Any close contact will be asked to follow the information in red below.
  - **The PHA is currently preparing guidance to ensure the new requirements for school aged children (who are deemed as close contacts) to only self isolate until they have received a negative PCR test.**
  - **Staff who are fully vaccinated are not required to self-isolate if they are identified as a close contact.**
  - **Schools are not expected to verify pupils' compliance with the policy in terms of PCR test results. In this instance, we as a school are placing the responsibility on our parents to be honest with school and to inform us of the outcome of the PCR test.**
  - **If a parent whose child is deemed to be a close contact, does not want their child to be tested, the child will not be allowed to return to school until after the 10-day period of isolation has ended.**

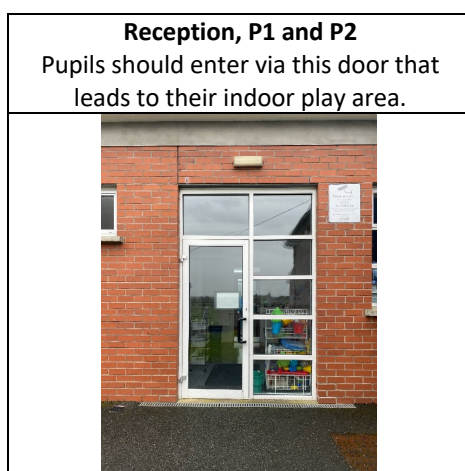
## 2. Social Distancing / Signage

- Throughout the school grounds there will be many areas where signage and floor stickers are present. Both will be used to remind pupils, staff and parents of social distance requirements and hygiene practices to be used in school.

## 3. Arriving to School

- We wil **no longer** be operating a 'flexible' timeslot for pupils arriving to school in the morning.
- Pupils should be left at school between **8:45am - 9:00am**. Lessons will commence at 9.00am sharp.
- Pupils in reception, P1 and P2 should enter the school via the external door outside Miss Bleakley's classroom.
- Pupils in P3 - P7 should enter school via the main front entrance door.
- Upon arrival, pupils must walk directly to their classroom. Teachers/Assistants will be present to greet the pupils as they arrive.
- Before entering the classroom, pupils must wash their hands or use the hand sanitizer provided.
- Parents are **not permitted** to enter the school building under any circumstances.

*\*Parents of pupils in Reception/P1/P2 may walk their children into school for the first few days in order to help them settle into school. However we do encourage the children to enter school independently as quickly as possible. Please remember that face masks/coverings must be worn.*



#### 4. Break/Lunchtime Routines

- We will be going back to our previous school routine of all pupils having break and lunch together. We will no longer be operated staggered break and lunchtimes.
- Each class will eat their healthy break in the classroom. Snack will be available to purchase from the canteen.
- It is essential that waterproof coats are brought to school by pupils every day. Pupils will be brought outside during breaktime, irrespective of the weather, to allow time away from the classroom. (Except in extreme circumstances). The maximum use of outdoor space is recommended by the latest DE guidance.

#### 5. Catering / Transport

- **UNFORTUNATELY THERE WILL BE NO SCHOOL TRANSPORT OR SCHOOL DINNERS PROVIDED ON TUESDAY 31<sup>st</sup> AUGUST 2021. ALL PUPILS MUST BRING A PACKED LUNCH TO SCHOOL.**
- The school bus and school dinners will commence on Wednesday 1<sup>st</sup> September 2021.
- Please visit our school website to see our updated menu.
- The free school meals payment system will continue until the end of August 2021.

#### 6. End of School Day

- School finishing times will return to normal with pupils leaving school at the following times:

* P1 pupils -	<b>12pm. (First two weeks of September only)</b>
* P1 - P3 pupils -	<b>2.00pm</b>
* P4 - P7 pupils -	<b>3.00pm</b>
- Regardless of the weather, all children will be brought to the front of school by their class teacher at the end of the school day.
- Anyone collecting children from school must remain at their car, with children being directed to you by school staff.

#### 7. Morning / Afternoon Club

- Morning and Afternoon Club will commence on Tuesday 31<sup>st</sup> August 2021.
- Anyone who is interested in availing of our morning and afternoon club is asked to fill in our club request form (available on our school website) and send into school each Monday. This will allow us to know in advance of who is attending and on what days.

#### 8. School Uniform / Belongings

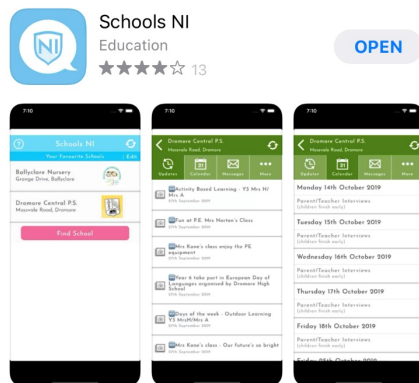
- Pupils will be required to wear full school uniform each day upon our return to school.
- Pupils will be able to change for PE in school.
- Children will be informed upon their return, of when during the week they will be partaking in PE lessons.
- **Pupils will be permitted to bring their own school bags and pencil cases etc. each day to and from school.**
- Pupils' healthy break and those taking packed lunch should bring their items of food in disposable wrapping or in a container that can be wiped down.
- Individual water bottles are permitted in school.

#### 9. Homework

- All main items of homework will be shared with the parent/pupils via a daily homework diary.
- The online platform 'Microsoft Teams' will not be used for homework, except in the cases of school closure or pupil isolation.
- No written homework will be set for the first two weeks of September.

## 10. Communication / Administration

- It is important that school has the most up to date contact information for all our pupils and parents and as such you will be asked to complete an information refresh form upon the resumption of school. These forms will be sent home with the children and we ask that these are returned to school promptly so that we can update our records accordingly.
- All communication with parents will be carried out via text message, our school website or Facebook page.
- We ask that all parents download the Schools NI app in order to receive messages and updates from our messaging system.



- Teachers will not be available to talk with you during collection and pick-up times. If you wish to speak with your child's teacher, you will need to phone or email the school and the teacher will contact you directly.
- At present it has not been possible to eradicate cash handling arrangements in the school. Therefore, we would ask you that when sending cash to school, it is placed in clear plastic bags or clingfilm, clearly labelled as to what it is for.
- Where possible we ask that the correct amount of money is also provided.

## 11. Extra-Curricular Activities

- A number of extra curricular clubs and activities will be commencing shortly after our return to school. Information on these will be communicated to pupils and parents via letters to home.

As you will see, we are hopeful that school is returning closer to some form of normality, whilst also remaining cautious to the risks that Covid-19 present to us all. We are looking forward to getting them back into the classroom and helping them to reach their individual potential.

All arrangements will be kept under review and any changes will be communicated to you as and when appropriate and/or necessary. If you have any other queries or questions relating to the reopening of school that have not been answered through the information provided, please do not hesitate to get in touch.

Yours sincerely,

Keith Black  
(Principal)