

# St George & St Martin Catholic Academy

(Member of The Newman Catholic Collegiate)

Boulton Street, Birches Head,  
Stoke-on-Trent. ST1 2NQ.

Telephone No: 01782 234384

E-mail: [sgsmcp@sgsmnewman.co.uk](mailto:sgsmcp@sgsmnewman.co.uk)

[www.sgsmacademy.co.uk](http://www.sgsmacademy.co.uk)

Principal: Mrs. D. Farmer BA (Hons), MA, NPQH



'Growing, Learning and Loving; United in Play, Prayer and Peace'

26th August 2020

Dear Parents

As we are fast approaching the end of the Summer holidays I wanted to remind you of our plans for September, where we look forward to welcoming all children back to school.

- All children return to school on Wednesday 2nd September.
- The timings for each class is as below:

Year group	Start time	Finish time	Drop off/collection
Nursery	8:45am	3pm	Nursery gate
Reception	8:50am	3:05pm	Key Stage 1 door
Year 1	8:55am	3:10pm	Key Stage 1 door
Year 2	9am	3:15pm	Key Stage 1 door
Year 3	8:45am	3pm	Key Stage 2 door
Year 4	8:50am	3:05pm	Key Stage 2 door
Year 5	8:55am	3:10pm	Key Stage 2 door
Year 6	9am	3:15pm	Key Stage 2 door

- These timings must be strictly adhered to. Any child that misses their time slot will have to wait until the end.
- Only 1 adult to drop off and collect children.
- When you arrive at school, you will need to come through the double car park gates.
- Once you have dropped your child off, you need to exit through the double car park gates, ensuring you maintain 2m distance.
- Please only arrive at school at your child's drop-off and collection time, do not arrive early and be waiting. If you have to wait to drop-off or pick-up siblings, please wait on the grassed areas.
- Always remain 2 metres away from other families and ensure your child does not run around, they need to remain with you at all times.
- Children in Years 2 – 6 will all be sitting facing the front of the classroom, sitting side-by-side.
- Nursery, Reception and Year 1 parents will operate as Early Years classroom, but will be encouraged to socially distance.
- Please do read these guidelines by following this link:  
<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>
- Please also visit [www.gov.uk/backtoschool](http://www.gov.uk/backtoschool) to support your child to return to school.
- Children should come to school in full uniform, except on given PE days when they will wear PE kits.

# St George & St Martin Catholic Academy

(Member of The Newman Catholic Collegiate)

Boulton Street, Birches Head,  
Stoke-on-Trent. ST1 2NQ.

Telephone No: 01782 234384

E-mail: [sgsmcp@sgsmnewman.co.uk](mailto:sgsmcp@sgsmnewman.co.uk)

[www.sgsmacademy.co.uk](http://www.sgsmacademy.co.uk)

Principal: Mrs. D. Farmer BA (Hons), MA, NPQH



**'Growing, Learning and Loving; United in Play, Prayer and Peace'**

- Children will need to bring a named water bottle to school, a healthy snack, packed lunch (unless they are having a school lunch. School lunches will operate a 1 choice menu to begin with, but dietary requirements will be catered for).
- Children will eat their lunch at their named space in their classroom.
- Children are allowed to bring bags, coats, hats.
- Children DO NOT need to bring any stationery items, as they will have their own named stationery that will remain in school.
- You MUST NOT send your child to school if you or anyone in your household is displaying symptoms of coronavirus. If this is the case, please inform school immediately. You MUST keep your child at home and arrange for them, and everyone in your household to be tested.
- Breakfast club and after-school care club will operate as normal. However, children will need to be booked in by the Friday of the week before you need care. Please e mail the school [sgsmcp@sgsmnewman.co.uk](mailto:sgsmcp@sgsmnewman.co.uk) by midday on Tuesday 1<sup>st</sup> September with your requirements for the first week back. There will be no flexibility. There will be 25 places available and these will be given on a first-come, first-served basis. You will not be able to just turn up for breakfast club and you will not be able to ring up on the day to book in for after school club. We will have to end after-school club at 5:30pm to ensure all resources, tables and chairs are cleaned. Children in breakfast club and after-school club will be in their class groups, sat at a table. They will not be able to roam around and cannot mix with other classes. All classes will be 2m away from each other.
- We will have clubs up and running in the Autumn Term, but they will be take place in the individual classes and classes will be unable to mix.
- Parents will not be allowed into school, with the exception of the reception area. We are requesting that anything that can be done via telephone or e-mail is done that way. If you absolutely need to speak to someone in the school office in person, the hatch will remain closed and you must remain socially distanced.
- Please ensure you pass on all of this information to anyone who may be dropping off or collecting your child. It is very important that EVERYONE follows this guidance and supports the school.

Please find attached to this letter a Home-School agreement that we are expecting all parents to sign and follow. This must be read, signed and returned to school on September 2nd. Spare copies will be available in the school office if you are unable to print and sign.

Please do not hesitate to contact me if you have any questions or concerns.

Yours faithfully,

Mrs D Farmer

Principal