

## Richmond Park Community Primary School

Priory Street  
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Carmarthenshire  
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Richmond Park School,  
Carmarthen



8<sup>th</sup> September 2020

Dear Parents,

Firstly, welcome back to the Autumn Term 2020 albeit a strange one.

Secondly, thank you for your patience whilst we try to work out new systems particularly with lunch boxes and drop off and pick up arrangements.

As you know Kirsty Williams – the Education Minister, gave schools this first fortnight to do exactly what we are doing – sorting out our systems so that we can function safely within COVID-19 guidelines whilst ensuring things run as smoothly as possible for parents.

**So, let's get down to it – all of these points are important so please read and digest them:**

**LUNCHBOXES** – I originally asked parents to send lunch in throw away packaging to prevent any cross contamination between school and home. Some parents quite rightly stated this was not ECO friendly or something they could do as they had no throw away packaging at home. Whilst being eco-friendly is still important to us, it is unfortunately, second to health and safety precautions. However, IF parents clean and disinfect lunchboxes every afternoon when children return home, this will limit cross contamination from school. Therefore if you want to send your child to school with a small lunchbox you may. However please do not send these lunch boxes in in large rucksacks or bags as there is nowhere to store them.

Carmarthenshire County Council Guidelines are that children do not hang coats next to each other on coat pegs due to cross contamination between families. This gives us a third of the coat pegs we normally have and therefore coats are kept in class within their bubble. There is certainly no additional room for large bags or lunchboxes. Therefore lunches will also be kept in class with your child on their desk or under their chair.

**DROP OFF** – Dropping off pupils in the morning will continue to be via the main school entrance. Mr Nick Macey will be on the little gate at the bottom of the path (see purple dot) to greet children and send them on their way into school. Parents have a 15 minute time slot to get their children into school. Children and parents do NOT have to queue from 8.45am as parents can stagger arrival times from 8.45am to 9am.



**BREAKFAST CLUB** – Breakfast Club will be open as of Wednesday 9<sup>th</sup> September however breakfast will not be served until Monday 14<sup>th</sup> September when our kitchen will hopefully re-open. Breakfast Club drop off is from 8am and parents must sign their children into Breakfast Club with the staff at the drop off point which is **at the top of the school drive – yellow dot on map**. Our usual numbers at breakfast Club are around 30 children which is a safe figure. If numbers go above this then a ‘booking-in system’ will have to be implemented to cap our Breakfast Club numbers. We will give you notice of this before implementing it.

**PICK UP** – We must have a one-way system in place to allow parents to collect their children and leave the site. The rear playground is accessed via Richmond Terrace via the double vehicle gate – see the **red line on map**. Once children are gathered by their parents we ask parents to leave quickly via the rear pedestrian gate - see **blue line on map**. Hazel the crossing patrol lady is on hand to help parents and children cross Richmond Terrace safely.

Parents parked in the public car park next to the school will NOT be able to cut through the school to get back to their cars in the car park. To access the car park either turn right out of the school rear gate and down to the mini roundabout onto Priory Street – **follow blue line**. Alternatively turn left onto a narrower pavement and follow the road down Richmond Terrace and turn to your left between the houses, turn left again and follow the path down by our school field back into the public car park – **see green line**.

A couple of parents stated that the route to the car park at pick up was too long and the pavement too narrow if you turn left on Richmond Terrace. We tried opening the field so that parents could wait there for their children but we have had complaints of the field being too wet and we also noticed that parents were not socially distancing. We have no alternative therefore to resort to our original plan of ALL children being collected from the rear playground. We understand that it is not convenient especially in the rainy days to come but we ask parents to work with us as we have certain guidelines we must follow in order to keep our community safe from COVID-19. With regards to wet weather all I can do is ask parents to dress appropriately and come equipped with umbrellas – unfortunately there is no where for parents to shelter especially in such large numbers.

I am apologising to parents now, as I know that this plan will not suit all of you and walking further each day to pick up your children is inconvenient and time consuming. However, we as a staff have thought long and hard over alternative routes but unfortunately have no alternative to offer. Please support us by trialling this route with a positive mindset.

Thank you also for all the good wishes and many messages of praise the staff and I have received. It is heartening to know that parents appreciate our hard work and dedication.

If you have any questions or comments for your child’s teacher please contact them via DOJO.

Thank you  
Helen Luff & Staff