

Calderwood Primary School



August 2020 Return – Checklist for Pupils

	Action	✓
HEALTH AND HYGIENE	Always sanitise your hands before entering your classroom.	
	Wash or sanitise your hands before eating, and before and after break and lunchtimes.	
	Wash your hands with soap and water after using the toilet and dry your hands with paper towels.	
	Use a tissue if you cough, sneeze or blow your nose and dispose of the tissue in the white bins in each classroom.	
	Wash or sanitise your hands after sneezing, coughing or blowing your nose.	
	Please note, pupils are welcome to bring their own hand sanitiser to school for personal use.	
	Bring your own filled water bottle to school. Water bottles may be refilled in school throughout the day.	
	Tell an adult straight away if you are feeling unwell.	
RESOURCES	Keep school bags and shoes on the floor or in the cloakroom - bags and shoes should not be put on tables.	
	Use your own resource pack supplied by the school and do not share these resources with other pupils.	
	You may bring in your own stationery, but please do not share your personal belongings with others.	
	Do not bring toys into school (unless you have special permission from your teacher).	
	Please note: any equipment that is shared between classes will either be thoroughly cleaned or quarantined for 72 hours between uses.	
MOVING ABOUT	When you arrive at school, please go straight to your line or to the 'waiting area' if you are a later start (please remember not to arrive before 8.50am).	
	Remember to 'stay left' when moving about the school.	
	Please show 'fantastic walking' when moving around the school – no running!	
	Be aware of others when moving around, make space to allow people to pass and don't crowd in corridors.	
	Do not return to the classroom or cloakroom during playtimes or lunchtimes. Junior and senior pupils should use the Room 6/7 entrance at break and lunchtimes.	
	When finished, packed lunches should be taken outside and put in your classes' area.	
	Line up in single file both in school and in the playground to allow others to get past the lines.	

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August 2020 Return – Checklist for Parents and Carers

	Action	✓
HEALTH	Do not send your child to school if they are feeling unwell.	
	If you receive a telephone call from the school to say that your child is unwell, please arrange to have them collected promptly.	
	Please ensure that all the information we hold for you and your child is correct (emergency contacts, telephone numbers, address, name of doctor/practice, health information, etc.).	
	Please ensure that contact information is kept updated throughout the session.	
	If you are unsure of a matter around your child's health, please contact your doctor or NHS 24 for advice or information.	
IN THE PLAYGROUND	Pupils should not arrive in the playground before 8.50am.	
	Please ensure that your child arrives on time for their bell.	
	Only one adult per family should come into the playground.	
	Pupils should go straight to their line when they arrive in the playground, or go to the 'waiting area' if they are a later start (to allow parents to 'drop-and-go' there is a supervised waiting area for pupils who are a 9.05am start at the pitch). All areas of the playground are now supervised from 8.50am.	
	All parents of children in P3 – 7 are encouraged to 'drop-and-go'. The playground is supervised from 8.50am.	
	Please give other adults space in the playground (the guidance remains at 2m) and don't block the pathway around the school or access points.	
	Please wear a mask in the playground if you feel more comfortable with one on.	
	Key message: The fewer adults in the playground, the safer it is for our whole community.	
COMMUNICATION	Unfortunately, parents and carers are unable to come into the school building at the moment. If you have a question or concern, please contact us via telephone or email in the first instance.	
	Please do not put staff in an awkward position by asking for access to the school for any purpose.	
	Please only come into the school office if necessary. Only one adult should come into the bubble at a time and a mask should be worn where possible.	
	Our main method of communication remains through the school App with updates on Twitter, our website and the Parent Council Facebook page. Please let us know if you cannot access the school App.	
	We will continue with our 'Tuesday Newsday' as a weekly update for parents and carers.	