



St James' Church of England Academy  
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Executive Principal: Mrs A Devaney  
Head of School: Miss J Strickland

Wednesday 1<sup>st</sup> September

Dear Parents, Carers and pupils,

I hope you are all well and have enjoyed the summer holidays.

I am contacting you to let you know of the planned arrangements for our return to school next week, when school reopens to children on Tuesday 7th September.

**After changes to the Government Guidance, there are some arrangements that we have made to ensure the school is safe for all pupils and staff on our return:**

- The pupils will be in their year group classes for their lessons but will also be able to socialise as part of a 'phase' during playtimes and lunchtimes. The phases are as follows; - EYFS, Y1 & Y2, Y3 & Y4, Y5 & Y6.
- All children should wear full school uniform of light grey trousers or skirts with white polo shirt and red jumpers or cardigans (school uniform can be ordered from the school office) and plain black school shoes. They should also bring sandshoes and their PE kit into school (including outdoor kit of trainers, plain black jogging bottoms and plain black sweatshirt). Please make sure your child's name is in all of their clothing and footwear.
- Children will eat lunch within their own 'phase'; a hot lunch can be ordered each morning or, if preferred, children can bring their own packed lunch from home. If your child is in key stage 2, and is not entitled to a free school meal, they will need to pay £1.50 per day for their lunch. Please see the menu on the school website for choices for the new term. Any children going home for lunch will need to be collected from the school office at 12pm and returned for 1pm.
- Children will need to bring their own named water bottle, containing only water, to school each day.
- Start and finish times will return to the pre-COVID school day for all children. Children should arrive in school between **8:45am - 8:55am** and go directly to their classroom door where staff will meet the children. The school day will end for all children at **3:15pm**, however, we ask that parents maintain social distancing when dropping off and picking up their children by spacing themselves around the playground. Year 6 pupils (and where possible year 5 pupils) should enter the playground on their own and other pupils should enter the playground with **one parent only**
- When parents are on the school premises we continue to strongly urge you to wear a face mask unless exempt for health reasons.
- All assemblies and whole school celebrations will continue to be done virtually.
- Additional hand washing and cleaning will continue to be in place throughout the school day.

## Breakfast Club

- A breakfast club will be open each day, for children of working parents in the school hall, with children being supervised and staying within their 'phases'. There will continue to be a charge of £1 per child per day towards the cost of staff supervision. The school will initially provide children attending the breakfast club with a cereal bar and drink - catering arrangements may change in the future and we will send information about this at a later date.
- A place at the breakfast club must be booked and paid for in advance to ensure your child is able to attend. The booking form below must be completed and returned to school each Friday, (along with payment) for a place in the breakfast club the following week. If this is not received by 1:00 pm on Fridays, your child will not be able to attend breakfast club the following week. Children attending the breakfast club should arrive at school between 7:45am and 8:20am and enter the school through the hall door off the KS2 playground.

Name of Child(ren): \_\_\_\_\_

Class(es) \_\_\_\_\_

will be attending breakfast club on the following days during the week beginning \_\_\_\_\_.

Monday	Tuesday	Wednesday	Thursday	Friday	Total amount paid

Please tick to indicate the days you wish your child to attend breakfast club.

This form can be sent into school (a paper copy can be requested from the school office) or emailed to [office@stjameshull.co.uk](mailto:office@stjameshull.co.uk).

For bookings for Tuesday 7th September to Friday 10th September, please return the completed booking form to the school office via email by 3pm on Monday 6th September and send payment into school on Tuesday 7th September.

If you have any questions regarding these arrangements, please do not hesitate to contact the school office on Monday 6th September between 9am and 3pm.

I hope you have an enjoyable end to the school holiday and look forward to welcoming you all back into school on Tuesday 7th September.

Yours sincerely

Miss J. Strickland