



MELPARK
Primary School
GROWING TOGETHER
FOR A BRIGHTER FUTURE

63 2nd Avenue
Melville
2092

Tel: 011 726-4323/4

19/08/2020

Dear Foundation Phase Parent/Guardian

I hope that you and your loved ones are all safe and well.

Our Grade 7 learners have returned safely to school last week. Safety measures are being followed and processes are going smoothly.

The Grade R, 1, 2 and 3 learners are expected back **on 24 August**. The grade R s will continue as normal as their smaller class numbers allow for social distancing. The Grade 1, 2, and 3 learners will follow an alternating day model, comprising of a "School Learning Day" and a "Home Learning Day". Group A learners will start at school on Monday 24/08, followed by Group B learners on Tuesday 25/08. Class teachers will notify parents of the group allocations on the WhatsApp groups. Call the school should you not know your child's group.

You are reminded of the following:

- 1) The school arrival times will be from 07:00 to start classes at 7:45. The entrance and exit will be on Third Avenue (Grade R at the Grade R gate and Grade 1 -3 at the black gate on the Grade 1 side). Learners are to line up on either side of the gate on the indicated spaces.
- 2) Parents and drivers are asked to wait until the children have entered the school and been screened. Parents are to ensure that children get into a sanitised vehicle with the correct number of people seated in it.
- 3) Children arriving at school must arrive at school wearing their own mask. They will have their hands sanitised, have their temperature screened and given a screening document (known as the "passport"). If all is well, your child will proceed to the classroom, where their teacher will welcome them and show them their new seating, the register will be completed and instruction for the day will begin.
- 4) PPEs will be given to your child, as per the GDE provision. These (or other comfortable) masks will need to be washed as the children will need to wear them at school and in the transport every day.
- 5) The "passport"/screening document must be completed in full by the parent in the morning before coming to school. If your child shows any signs of illness, and/or you tick yes to any of the symptoms or conditions, please keep them at home. Should your child have a raised temperature or "fail" the screening test your child will be kept in the isolation area, and you will be contacted to collect your child immediately. It is recommended that you (or the driver) wait with your child until he/she has been screened.

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www.melparkprimary.co.za



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- 6) The completed “passport” needs to be presented to the staff at the gate in order to be allowed access to the school property. A lost “passport” will incur a R50-00 replacement fee. Providing false information regarding screening is extremely dangerous and a criminal offence.
- 7) There will now be two breaks. Each class will be given an area in the school where they will sit (socially distanced) to eat, with a teacher on duty. Feeding Scheme children will eat in the eating area; please provide your child with an empty lunch box and a spoon if possible. All children must bring their own drinking water in a non - leak water bottle, as the use of taps is restricted to hand washing.
- 8) Use of toilets will also be subject to social distancing and proper health measures. The GDE is only supplying soap for hand washing .If you would like your child to hand sanitise you will need to provide it yourself.
- 9) No parents/visitors will be allowed onto the school property unnecessarily. Cash deposits will be accepted at school only under extreme cases and you are encouraged to deposit school fees into the school’s banking account using your child’s name as a reference. If absolutely necessary you may call the school and leave a message with a contactable number or email address and the teacher will get back to you. Alternately contact the teacher after school hours on WhatsApp.
- 10) Aftercare will resume on Monday. Anyone requiring the services of the aftercare must please call Caroline at school (011 726 4323) to make the necessary arrangements as Aftercare will only be available by arrangement. Due to Covid Protocols lunch will not be provided and children attending aftercare are asked to bring their own lunch.
- 11) Please ensure that your child arrives at school on the correct days. Due to the fact that so much learning time has been lost your child needs to know that they must take learning seriously and put every effort into their work. As per Circular 02/2020 from the DBE, assessment in Term 3 and 4 will continue as per the Revised Curriculum Plans provided to schools. In order to complete the Revised Plans, all learners staying home on their “HOME LEARNING DAY” will be given work to be completed at home and monitored/ controlled by the parent/guardian.
- 12) The school will support learners where parents have indicated a preference for “lockdown learning”. You are required to complete the annexure E1 (Application for exemption of school attendance) and E2 (Acceptance of conditions). This in essence means that a child will study from home but continue being a school fee paying learner of Melpark Primary School. Your continued payment of school fees ensures that quality teachers and quality teaching can continue at Melpark.
- 13) The teachers will continue to upload the work and lesson content on the website particularly for those doing “lockdown learning”. Official Term 3 work for will be uploaded in the week of 24/08/2020.



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- 14) The school rules and Covid19 protocols must be adhered to by your child or strict disciplinary action will be taken immediately by the school.
- 15) We would like to remind parents that safety measures have been put into place to ensure everyone's safety, and that rules and protocols have to be followed precisely and that we require learners and parents to comply so as not to compromise their own safety and that of others.
- 16) Please be reminded that the payment of your child's school fee is required for the upkeep of the school, as well as providing for additional teachers to ensure that your child continues to receive quality teaching and a safe learning environment. The school cannot continue to provide the best without your support.

Kind regards

Mrs. M. Serrão

HOD Foundation Phase

