



7th July 2020

Dear Parents and Carers,

Thank you very much for being so patient with us over that last few weeks and months. After the Government published the guidance on Thursday, the leadership team have had time to meet and work out a plan for September to get all the children back into school as safely as possible.

As you will understand, we will have to make some adjustment and change the way things are carried out for at least the first term, until Christmas, and we thank you in advance for your compliance and understanding.

All year groups are able to attend school from Monday 7th September 2020. Please read the following points carefully to ensure you are able to help us get all children and out of school safely.

- **Drop off** will be **between 8.30am and 8.45am**. There will be a one-way system around the playground. Enter the playground through either Sunny Mount or Long Lane Gate, walk around the playground dropping your children off at the correct door, see below, and continue to walk round the playground and exit through the car park gate.
- **Pick up** will be **between 3.00pm and 3.15pm**. Again there will be a one way system but in reverse from the drop off. Enter the playground through the car park gate walk around the playground and collect your child at the correct door. Keep walking around the playground and exit through either Sunny Mount or Long Lane gate.

Drop off and Pick up points - all children need to be picked up and dropped off at the fire door to their classroom. Year 5 need to be dropped off/picked up at the usual year 5/6 door and year 6 need to be dropped off/picked up at the hall door. Please do not gather around the pick-up, drop off points, and stand back whilst you wait for your child to either enter or leave the allocated door. We also request that you do not stand and chat to other parents but leave the premises as soon as you have dropped off or picked up your child. In order to minimize the number of adults in the playground, please can one person pick up and drop off each child.

We ask that you observe social distancing when entering the school office, or telephone if this is possible.

Please pass all this information on to the person dropping off and collecting your child.

- The school kitchen will be open from 7th September 2020 and school meals will recommence. School meals will be ordered on the day, as before the lockdown. We politely ask that parents preload their parent pay account to pay for school meals in advance. The school has to pay for any debt accrued by parents and therefore this



money cannot be used for the education of all our children. We thank you in advance for your understanding with this matter.

- School uniform will need to be worn from September 2020. The correct school uniform can be found on the school website. Please can I remind you that leggings or jogging bottoms that are worn for PE days need to be plain in colour (black/royal blue) with no patterns or logos.

We are putting the following in place in order to make school as safe as possible:

- Each of the year groups will work with only the children in their class, have staggered playtimes and lunchtimes in order to minimise the number of children and staff they meet.
- Assemblies will take place in the children's classroom and unfortunately, celebration assembly will not take place until further notice.
- There will be regular cleaning of toilet areas, doors handles and push plates and any shared tables, equipment and surfaces throughout the school day.
- Classrooms will, where appropriate, be set up with the tables in rows facing the front of the class.
- Children will have access to their own pencil, pen, ruler etc.
- Movement around the school will be kept to a minimum and we will request that the number of children using the toilet area at any one time be kept to a minimum.
- Children will be required to wash and sanitise their hands on a regular basis.
- Visitors will be strictly essential visitors only.
- The climbing frames will not be in use until further notice and children will only be allowed to play non-contact sports.

We hope you feel reassured that we are doing everything we can to make school as safe as possible. If you have any questions about any of the above then please email your class teacher or the office and someone will happily reply.

Finally I would like to thank you all for your support during this difficult time and we wish everyone a lovely summer break and let's hope for lots of sunshine!

Yours sincerely

Kirsty Hutchinson
Headteacher