

Information – September 2020

Morning drop off

- Gates will open at 08:30 and close by 08:45
- Please enter using the pedestrian walkway and leave using the vehicle driveway. Staff will manage these areas to ensure social distance measures are in place – please be patient
- Take your child to the classroom door (staff will direct you)
- Please leave as quickly as possible and do not gather in a crowd
- If you are late (after 08:45), you will need to go to the main reception office and **wait outside** until a member of staff is able to sign in your child. You will not be able to enter the office area at this time.

Afternoon pick up

- Years 1 and 2 need to be collected from the classroom door at 15:00 (3pm)
- Years 3, 4, 5 and 6 need to be collected at 15:10 (3.10pm)
- If your child is in Year 5 or 6 please consider letting them walk home alone to reduce the number of parents on site
- Please enter using the pedestrian walkway and leave by the vehicle driveway. Staff will manage these areas to ensure social distance measures are in place – please be patient
- Please leave as quickly as possible and do not gather in a crowd
- If you are late picking up your child, you will need to go to the main reception office and **wait outside** until a member of staff is able to arrange the collection of your child. You will not be able to enter the office area at this time.

Lunchtimes

- Arrangements for the collection of children for home dinners will be very difficult so please allow your child to stay at school over the lunch break.
- If you HAVE to collect your child at lunchtime, please make an appointment to discuss this with a member of the Senior Leadership Team

Breakfast/extended Club

- If you need to use the services of a breakfast/extended club because you work and have no-one else to bring your child to school, you will need to book a place a week in advance. Children will not be allowed to just turn up
- We will NOT be able to offer breakfast/extended club until w/c 14th September
- We will not be able to keep children in their class bubbles if they attend breakfast/extended club but will do all we can to ensure that they do not mix with other year groups. We cannot, however, guarantee this

Fridays

- School will finish at 13:00 so children will only be allowed to be collected at this time.

Friday extended club

- This facility will only be available to those families where both parents work and no-one else is available to care for the children. We will need to see proof of employment
- If your child needs to stay in school on a Friday afternoon, they may be in a class with other children from their **year group**. We are not supposed to mix year group bubbles and can only mix class bubbles if absolutely necessary
- Your child will stay in the classroom and a Teaching Assistant will be assigned to be with them
- We will only be able to offer limited activities eg reading and homework as we are not allowed to share equipment outside of class bubbles

Equipment

- Only our red school bags will be allowed in school. Please do not send in any other bags
- Children can only bring in school reading books, reading records and homework books
- PE kits can be brought into school on Mondays and taken home on Fridays
- Lunchboxes can be brought into school and stored on a trolley outside the classroom
- All children will be provided with their own named resource pack that no-one else is allowed to use. The pack stays on the child's table
- If you send in pencil cases, these will need to be named, stay in school for the term and only be used by your child

Parking

- It is even more important that cars are not parked on the pavement near school. We need to keep pavements clear for people to pass each other leaving a reasonable amount of space between families. Please help us with this matter.