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Headteacher: Mrs C Lightbown



Wednesday 27<sup>th</sup> September

Dear Parents,

Work has started on preparing the ground ready for the temporary classrooms. Whilst this will give us far more indoor space for the winter, it is going to have an impact on the key stage one playground. We will find alternative spaces for the children to play but drop off and collection is going to be very congested.

When you arrive tonight, you will see that a significant amount of the key stage one playground has been fenced off. We are going to have limited space so please can I ask for your help in making this system work safely.

- Please enter through the key stage one gate.
- Please exit through the car park – please follow the one way system
- **Please do not arrive early** and please leave as soon as you have collected your child/ren
- Only one adult per family to enter the school premises please
- The playground is out of action. Ideally, younger children should be off site but if they are with you, please hold on to them at all times.



Our Year 1 children are to be collected from the path at the back of school. If you go past the nursery gate and turn left, you will see a large electric gate. At 3.15pm, a member of staff will walk down to the electric gates at the bottom of the path and let Year 1 parents in. They should then walk up to the back of the year 1 classroom from where the children will be dismissed safely.



Year 1 will enter through the same gate each morning and Mrs Whitely will be there to greet them and send them up to the classroom safely.



Can I please ask that our new Reception parents hand over their children as quickly as possible and do not gather around the gates. The children have settled in very well and there will be plenty of staff around to help. If you have any questions or messages, please phone the school office and a member of staff will call you back.



The mornings are also going to be very busy. Please enter through the key stage one gate and exit through the car park. This will help the flow of people and reduce congestion.



We are sorry for any inconvenience this may cause, especially to those families with children in different areas of the school. We will be patient if you are a few minutes late because you are collecting children from different places. The arrangements are likely to change again as the year progresses but I will keep you updated as the year progresses.



We are working very hard to make this system work. I have assured the Department for Education that we can be flexible with our systems and keep all classes in school. We can't do this without your support so we ask for your patience, support and flexibility as we navigate this rapidly changing situation.

I have full reassurance that all works will be completed and school will be back to normal by next September.

Thank you for your continued support,

*Mrs Lightbown*

### **DISMISSAL ARRANGEMENTS FROM TODAY**

<b>RECEPTION</b>	<b>3.10PM</b>	KEY STAGE 1 PLAYGROUND
<b>YEAR 1</b>	<b>3.15PM</b>	THE PATH AT THE BACK OF SCHOOL ACCESSED FROM SETTLE STREET
<b>YEAR 2</b>	<b>3.15PM</b>	NURSERY EXIT
<b>YEAR 3</b>	<b>3.20PM</b>	KEY STAGE 1 PLAYGROUND
<b>YEAR 4</b>	<b>3.20PM</b>	KEY STAGE 1 PLAYGROUND
<b>YEAR 5</b>	<b>3.20PM</b>	KEY STAGE 2 PLAYGROUND
<b>YEAR 6</b>	<b>3.20PM</b>	KEY STAGE 2 PLAYGROUND