

Headteacher: Andrew Denham

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Dear Parents,

We are having a good start to the day and all the staff are really enjoying having the children back in the classrooms.

Most of you will have noticed that the 'drop-off' this morning was too busy and crowded to ensure appropriate social distancing, so we are going to make the following changes immediately:

- Gates will be open from 8.30am with children being collected by staff and taken into class at 8.40am
- Gates will open again at 3.00pm with the children being brought out to their location area at 3.10pm

Class	Entrance/Exit	Drop-Off/Pick-Up Location
Bunnies and Busy Bees (Nursery and Reception))	Den Gate	Outside The Den classroom
Squirrels (Year 1 and Year 2)	Main Gate	Outside the Squirrel Classroom
Badgers (Year 3 and Year 4)	Field Gate	Far side of the main playground
Owls (Year 5 and Year 6)	Field Gate	Near side of the main playground

- Staff will collect and return the children to the location areas
- If you need to drop-off your child at different locations you can either send the oldest to their location on their own (Years 3, 4, 5 and 6 only) or drop-off your youngest child first and then walk the oldest child to their location as soon as possible
- Please drop-off/pick up your youngest child first
- Where possible, please have only one adult per family dropping off and picking up and leave the site as quickly as possible
- Parents must not enter the classrooms
- If you are using Breakfast Club, please try to arrive as close to 8.00am as you can to be picked up outside the office gate.

We feel that the layout of the school would enable better social distancing if we allowed parents on site. We are also aware of how many parents have children in different year groups and the challenge this poses with staggered times.

Not many schools are allowing parents on site and all at the same time, but we feel it is going to be safer and more practical to do so. However, as a short-term measure, just while we assess the situation this week, please can we ask that parents wear face masks while on site.

We know that there is no mandatory requirement to wear a mask outside but ask that parents respect this decision while we review our procedures during the course of this week. It will be a lot easier to relax this requirement if all parents respect the social distancing rule.

Many thanks in anticipation of your support.

Kind regards,
Mr Denham

PS Due to the short notice of this change, we would appreciate families contacting each other to make them aware of this letter. Thank you.