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*'Every child is unique and at the heart of everything we do'*

**7th September 2020**

Dear Parents / Carers

Thank you for bearing with us this morning as we welcomed the children on their first day back. We are aware that it did not run as smoothly as it could have done therefore we have made changes from tomorrow onwards. We strongly urge that you adhere strictly to the times stated below so as to avoid overcrowding and maintain social distancing.

**Start times are:**

<b>Year 5 – 8:45am</b>	Children to enter school via the main vehicle gates using the footpath (Grove Road), staff will be directing children to ensure their safety. Children to go straight into the classroom via the side doors. The teacher will greet the child on entry.
<b>Year 6 – 8:45am</b>	
<b>Year 3 – 8:50am</b>	Children will enter school via the single gate and go directly to Playground Number 2 (this is signposted and it's the bottom playground near EYFS). Years 3 & 4 Teaching Assistants will greet the children at the end of the coloured walkway fence and direct them to the playground where they will line up and be greeted by their teacher.
<b>Year 4 – 8:50am</b>	
<b>Bobcats – 9am.</b>	Parents may bring their child onto the top playground (Playground Number 1) via the single gate and wait with them until they go inside with their teacher. The teachers will be on the playground to greet the children. Please keep to the social distancing guidelines when lining up to come in. If you also have a child in another year group please follow the directions above.
<b>Year 1 – 8:55am</b>	
<b>Year 2 – 8:55am</b>	

We are considerate of the fact that many of our children have siblings in other classes. Although the start times are staggered we have tried to keep them as near to the original start of the school day as much as we can so that it creates a sense of 'normality' and routine for all. Therefore, all teachers and teaching assistants will be out on both playgrounds from 8.45am to greet and receive the children.

**Collection times:**

All children are to be collected from the top playground (Number 1) at their designated times. If you are collecting more than one child then please stay and wait until the teacher brings their class out.

**Reception at 3:15pm**

**Years 1 & 2 at 3:20pm**

**Years 3 & 4 at 3:30pm**

**Years 5 & 6 at 3:30pm** Children are able to walk home alone or collection from top playground.

I would like to sincerely thank you for your understanding as we continue to work through these times together. I look forward to our continued school community partnership as we go forward into an exciting and rewarding academic year.

Mrs B Waite  
Headteacher

