



➤ **WE RESPECT, WE ACHIEVE, WE LEARN** ◀

2.11.20

Dear Parents and Carers,

We welcome you back from the half term break to the sad news that as a country we are going into a second lockdown. This time schools will remain open and I believe this is the right decision at this time. However, it does mean this is an extremely anxious time for staff in schools many who have their own vulnerabilities or families to care for. So we are reviewing all our procedures in order that we make school as safe as can be at a time when the virus is again at high levels and circulating in our community. We understand that many of you will be facing an anxious time for many reasons, health, financial insecurity and difficulties with mental health. Do talk with us, we can sign post and support you if needed. This is not the time for complacency and I ask that you follow the guidelines issued strictly.

We have made the decision to stagger our drop off and collection times further to avoid parents gathering outside school or queuing for any length of time. Please ensure you do not bring your child to school before the allocated time unless you have a sibling who has to be dropped first. Staff will have a list of those who can be dropped at different times and we ask that as before, you only do one drop off. Please ensure you do not then congregate in and around the school sites. We want to keep schools open and it is only by following the guidelines that this can happen.

We will have to ask you to leave the site and re-enter at the appropriate time otherwise, so please note your new times. We have reduced our lunchtimes slightly to allow for the pick-up session to avoid TLA coming out at the same time. We want to keep a flow of movement around the site but if everyone comes at the same time we will then have to consider shutting the gates between drop off times.

Class/ year group	Drop off in the morning: Please arrive at	Collection in the afternoon: Please arrive to	Entrance
Nursery morning 3 and 4 yr olds	8.30	11.30	1
Nursery afternoon 2 year olds	12.15	3.15	1
Reception- Finches and Sparrows	8.45	2.30	1
Year 1 - Magpies Kingfishers	9.00	2.45	2



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Year 2- Doves Woodpeckers	9.15	3.00	2
Year 2/1 Swallows - mixed class	Year 1 9.00 Year 2 9.15	Year 1 2.45 Year 2 3.00	2

It is essential now that we are going into lockdown again that we insist on the following:

- 1 parent or carer only to drop off and collect children.
- We ask that each parent or carer only picks up their own child. Formal childcare arrangements are permitted within the new guidance.
- You must now wear a face covering on the school site unless exempt.
- We will be asking staff not to have informal conversations at drop off and collections and ask that you please respect this. Please share information through the school messaging systems or the office. We will continue to call us if you need us to.

Ventilation

Guidance currently tells us that we must keep the school very well ventilated as this restricts any transmission. We have doors and windows open and will have to continue this throughout the winter. We need the children to feel warm enough, so please send them with extra layers, a hoody is fine to wear over their uniform and or a vest underneath.

We will review all these procedures in line with government guidance at the end of the four-week lockdown but it is likely they will need to continue.

I know that by working together we will get through this difficult time in a safe and positive way. The children always keep us smiling and determined to find solutions!

Stay safe everyone.

Kindest regards,

Mrs C. Holmes