

Monday 23rd March 2020

Dear Parents and Friends of Castle Hill,

Now that we have been open for 1 day in the new era, we wanted to clarify a few logistical points.

School Opening Times

- From Tuesday 24th March, the front pedestrian gate will be unlocked at 08:45am and locked at 9:00am
- The school office will be closed to **all** visitors. Please contact the office by email or phone and we will endeavour to respond as quickly as possible. Office opening hours will be 8.45am to 3.00pm.

Breakfast Club

If your child is attending breakfast club, a member of staff will be at the main gate between 08:00 – 8:15am to greet your child and escort them to the club.

After School Care

Challenger Sports will be offering an afterschool sports club from 3:00 – 4:15pm or from 3:00 – 5:30pm. Booking will be available via the [Challenger Sports website](#). Any questions please contact directly Liam at ljames@challengersports.com or by calling him on 07860 938302.

Drop-off & Collection Arrangements

- We are limiting the number of access points into the school. The Year R and Year1/2 gates from the service road will not be opened. The gate from the park will also not be opened.
- The front pedestrian gate will be unlocked at 08:45am.
- Our staff will greet children at the school's gate and we request that parents do not enter the school grounds.
- Parents/carers should wait at least 2 metres apart from other families and not in groups, in accordance with government social distancing guidance.
- Please do not use the intercoms to buzz into school for either vehicle or pedestrian gates.
- At 3.00pm, we will bring the children to the front gate and individually hand them to you.

School Lunch

- Hot school dinners are going to be available from tomorrow (24.03.20)
- A meat and a vegetarian option will be available to order each day.
- The choices will be texted to you on the previous day, tomorrow's options are:
 - Meat: Sausage and Mash and Vegetarian: Vegetable Burrito
- Children can still bring packed lunch if they prefer

Coronavirus:

- If your child has a new persistent cough or a fever, DO NOT BRING THEM TO SCHOOL. Follow the NHS guidance on self-isolating <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- If we think your child is showing symptoms, we will not permit your child to attend school.
- Please ensure that you are contactable all day should your child become unwell at school.
- Please advise the office if your contact numbers have changed.

Thank you for your continued support and cooperation.

The Castle Hill Team