

6<sup>th</sup> July 2020

Dear Parents and Friends of Castle Hill,

As you will have seen, plans are well underway for our end of year leaving/graduation assembly. Thank you for booking your time slot (one adult per child). As we are sure you can appreciate, the logistics of ensuing PHE guidelines are followed whilst celebrating our lovely year 6s has been quite a challenge. We thank you for your support in this. Detailed below is information to enable what we hope to be a smooth running of events.

When arriving at school before your assembly, please enter through the gate in the bottom car park and walk up the path to wait outside the front of reception in a socially distanced queue. We will then allow you to enter one at a time through reception and into the hall where you and your child will be directed to your seat (unless your child is already in a pod, in which case they will be already seated waiting for you).

When the assembly is over, you will be invited to leave with your child through the fire exit doors in the hall and walk around the side of the building to leave through the pedestrian gate that leads on to Winklebury Way.

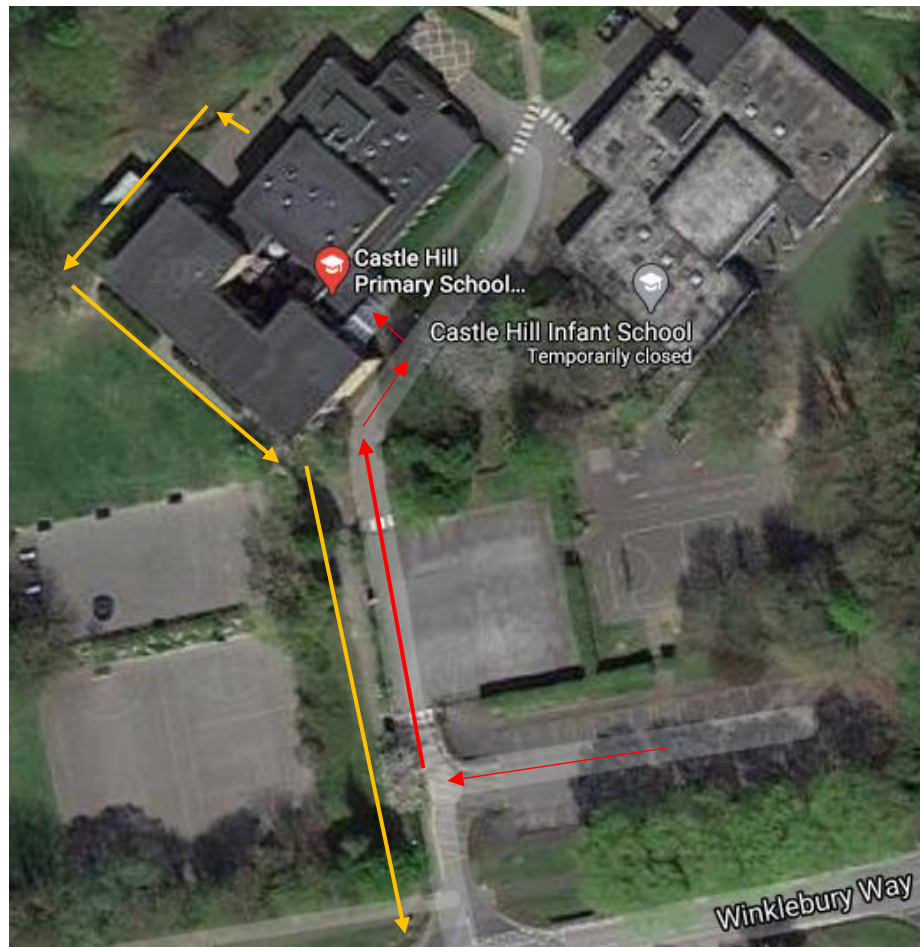
We can't wait to see you all. If you have any questions at all, please do not hesitate to contact us.

Kindest regards,

The Year Six team

Red arrow= Entrance

Yellow arrow=Exit



Executive Headmaster: John DF Martin MA

Deputy Headteacher: Ms R Willmouth MSc

Greenbank Campus: Winklebury Way, Basingstoke, Hampshire. RG23 8BN

Rooksdown Campus: Park Prewett Road, Basingstoke, Hampshire. RG24 9XA

Tel: (01256) 473777

Fax: (01256) 330332

email: [admin@castlehillprimary.net](mailto:admin@castlehillprimary.net)

Website: [www.castlehillprimary.net](http://www.castlehillprimary.net)