Dear Parents

We are really looking forward to fully reopening school on Monday the 8th of March. You have all done an absolutely amazing job keeping your children going during this lockdown. However, I think we all agree that the children need to see other children and to be with their classmates. We also know that however good the remote learning has been, it’s not the same as being in the class with the teacher.

We cannot guarantee that we will not have to isolate bubbles in the future if there is a positive Covid case in the class. With that in mind, we need to make sure we are doing everything we can to minimise risk both in school and especially at pick up and drop off times when there are lots of people about.

This letter highlights some changes from the previous plan. A “frequently asked questions” document is also attached that answers most of the questions we have been asked by parents about reopening.

**Start and end of the day**

We will continue to have staggered starts and ends to the day. We have looked at how we can minimise the gap between times and will be using three routes into school. As a result, the car park will be locked between 8:45am and 9.00am and between 3:00pm and 3:15pm each day. Any children arriving after 9.00am, need to come into school via the main reception and be signed in.

**Drop off**

From the 8th of March, children will go straight into class, through their class entrance, when they arrive rather than queuing up. We would still ask you to arrive close the entry times below but rather than waiting, children will go straight to class. If you have children in more than one bubble, arrive at the earliest time and again, the children should go straight to their classes. The school building will open at 8.45am, please do not arrive before this time. We would then ask parents to quickly leave the school site and return home. Whilst school will be open we are still in lockdown and we need to minimise the risk of transmission. ***All adults will need to wear masks when on the school site unless they are medically exempt.***

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| Start of day |
| **Time** | **Year Group** | **Place** |
| **8.45am** | Nursery  | Infant playground |
| Year 2 | West Side Path |
| Year 6 | After school club door |
| **8.50am** | Reception | Infant playground |
| Year 1 | West Side Path |
| Year 5 | After school club door |
| **8.55am** | Year 3 | West Side Path |
| Year 4 | After school club door |

**Pick up**

Due to issues previously with pick-up we are going to try to do it differently so that groups of parents aren’t congregating. Key Stage 1 (Year 1 and 2) and Reception parents will pick up their children first (see the times below). If you are not collecting another child, you would then be expected to leave the school site. If you are collecting a child from Year 3-6, you will then go down to the Key Stage 2 yard to pick up your other child/children. If you only have children in Year 3-6, you will collect them from the junior yard at the Key Stage 2 time (below). Please come on time so that you do not have to wait around.

There will be a one-way system in place, and parents will then make their way out of school having collected their children. Parents are asked to enter the junior yard via the school drive and car park, cross the yard where your children will join you, then exit the playground and school via the West Side Path. There should be no stopping on the playground, play equipment is strictly out of bounds at this time and a distance of 2m should be maintained between family bubbles at all times. Staff will direct parents on Monday. Hopefully, this will reduce the groups hanging around waiting for children to leave school.

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| **Home time** |
| **3.00pm** | Reception | KS1 YardWest Side PathWest Side Path | Parents pick up KS1 children and exit.If they have children in KS2, they follow a one-way system down the school drive, around the KS2 yard collecting their child, then up the west-side path. No stopping once you have your child!KS2 children to line up outside and watch for their own parent. |
| **3.05pm** | Year 1 |
| **3.10pm** | Year 2 |
| **3.15pm** | KS2 – Y3, 4, 5, 6 | 1-way system down drive |

**Letters and communication**

Letters and communication will be through personal email, social media including class Facebook pages, and the school website.

Please help us by making sure we have your email address, so we can make sure you don’t miss any information.

Other questions and queries are answered in the frequently asked questions document. If you are unsure of anything and need to talk to us, please don’t hesitate to give us a call. The schools full risk assessment will be available on the school website shortly.

We look forward to seeing you all next week.

Regards,

Mr Smith