



**Jubilee Primary School & Children's Centre**  
Tulse Hill, London, SW2 2JE

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**Headteacher:** Mr T Prestwich  
**Deputy Head:** Miss P Cail  
**Deputy Head:** Mrs S Esty

7th September 2020

Dear Parents and Carers

It was such a great pleasure to see the children returning to school this morning. It is wonderful to have everyone back together.

As I am sure you can imagine, ensuring that all of the children get into school safely is a top priority for us. Please see the information below so that you fully understand the arrangements for each year group.

### Staggered start and end times with entry/exit points

Year Group	Start Time	Finish time	Entrance/Exit point
Nursery	9am	3.30pm	EYFS entrance
Reception	9.15am	3.15pm	EYFS entrance
Year 1	8.45am	3.15pm	KS1 playground via top gate
Year 2	9.15am	3.45pm	KS1 playground via top gate
Year 3	9am	3.30pm	Main office entrance
Year 4	8.45am	3.15pm	KS2 playground via top gate
Year 5	9.15am	3.45pm	KS2 playground via top gate
Year 6	9.00 am	3.30pm*	KS2 playground via top gate

Please note that the EYFS entrance is behind the children's centre.

As you may have noticed this morning, we do still have the majority of pupils entering through the top gate. In order to ease congestion please be aware of the following instructions.

- Please arrive at your allocated time. We will be unable to admit your child before their allocated slot.

- Please note that only the parents of children in Years 1 and 2 will be able to enter the school site with the children. Parents for children in Years 3, 4, 5 and 6 need to say goodbye to their children outside of the school and send them in on their own.
- We remind you that if you do need to speak to a member of school staff, this needs to be done by phoning the main school office. If you have paperwork that needs to be dropped off, we will arrange a time with you to come in to do this.
- If you are waiting outside of the top gate please line up on the right hand side as you are facing the gate for Years 1 and 2 and on the left hand side for Years 4, 5 and 6.
- If you are dropping off or picking up a year 3 child please line up on the markings outside the main school office. We will be sending both Year 3 classes out of this entrance/exit so would greatly appreciate your patience during this time. Please do not try to engage with the office staff at this time as this will slow the process of getting all pupils out safely.

We really appreciate your patience and support as staff, children and, of course families, get used to our new systems.

Yours faithfully

A handwritten signature in black ink, appearing to read 'T. Prestwich', written in a cursive style.

Tom Prestwich  
Headteacher  
Jubilee Primary School and Children's Centre