



The Federation of St Elphege's and Regina Coeli Catholic Schools



St Elphege's

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Regina Coeli

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Executive Head Teacher: Mrs F Hawkes OBE

Head Teacher: Mr M Jones

Head Teacher: Mrs T Christoforou

Deputy Head Teachers:

Mrs R Duffy, Mrs C Guilmartin-Cole, Mr L Hawkes, Mrs N Hawkes, Mrs M Spain

Friday 27th October 2023

Dear Parents and Carers,

We are looking forward to welcoming the children back on Monday 30th October and wanted to share a further update.

Thank you for your patience and understanding while the works have been underway. Continuing face-to-face education is our priority and I am pleased we will be able to continue to do so.

Due to the closure of the Year 5 block and the subsequent hoarding around that building we have changed the entrance and exit routines for the **Junior pupils only**.

If your child is in Years 4, 5 and 6 they can enter via the large green gates on the right hand side of the hall as you enter from Pampisford Road. Year 5 pupils should line up outside the hall doors to wait for their teachers. Year 4 should walk across the playground to their classrooms and Year 6 should enter the building by the mezzanine stairs. We will have staff on hand on Monday to help direct the children.



If your child is in Year 3 they can enter via either Pampisford Road or Kendra Hall Road and then via the new entrance to their classes which is now next to the Reception class outside area as shown in the picture on the left.

We have updated our fire evacuation plan and will be practising the new routes with the children on their return next week.

We will be using the field for break and lunchtimes as much as possible and we request that pupils in the Junior classes bring a second pair of shoes to change into as the field can get muddy. Old trainers would be ideal. After school clubs will resume next week, weather permitting, including Skillz and we will send out an updated list on Monday.

Mrs Frances Hawkes

Mrs Tessa Christoforou