

SS John & Monica Catholic Primary School

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02.09.21

Return to School Arrangements - Monday 6th September

Dear Parents/Carers,

Firstly, I hope that you all had an enjoyable summer and I imagine that the children are excited to come back to school to see their new classrooms, play with their friends and get to know the staff they will be working with. I know that all staff are looking forward to the new school year too!

Below, I will outline some of the logistics with our return to school next week in terms of arrival and departure. Thankfully, under current government guidelines we will no longer be staggering this. I know that this will be a relief to many of you and once again let me express my appreciation for your cooperation with this last year especially to those parents and carers with multiple collection and drop of times. However, it is worth remembering that, as always, with these difficult times to be aware that this could change.

The gates each morning will **open at 8:45am** and **close at 8:55am**. We ask that KS2 children (Year 3-6) are not accompanied by an adult-there will be plenty of staff on hand to remind them where to go each morning. We will have different entry points for each year group (see below) and ask that if parents of KS1 and Reception children are on site they still follow the one-way system we have had in place over the past 18 months.

Entry points

REC- REC door
Year 1 – Year 1 door (opposite the library)
Year 2 - Year 2 door (off the lower playground)
Year 3 – Hall door
Year 4 –Year 1 door (opposite the library)
Year 5 –Hall door
Year 6 –Hall door

There may be a little congestion with this initially, but once the children are familiar with the system they should be in each classroom swiftly. We ask that you talk to your child so that they know the door they will be entering. Staff from each class will be on hand to direct.

Collection and departure

The school day will revert back to **finishing at 3:15pm for all classes**. However, we have decided to make a few alterations to how we previously managed this. Again, we are anticipating a few teething issues with this initially, so ask for your patience while we review and tweak the arrangements to make it as smooth as possible for all.

- We will open the gates at the top of the carpark at 3:00pm this should alleviate some of the congestion outside of the school gates if parents and carers arrive early.
- The bottom gates will remain closed until the classes have arrived onto the playground. This will make it easier for classes to line up at their various collection points without having to navigate around parents
- At 3:15pm the playground gates will open
- Years 4, 5 and 6 will be lined up on the top playground. Here, just like we did pre-covid, once your child and the member of staff dismissing the class sees you, then they will be released to you.
- We will use a system where there is one entry point and exit point on the carpark
- Once you have collected your child you will then exit via the carpark
- If you have another child to collect from a different year group, you will then make your way round to their collection point.
- Year 2 and 3 will be lined up on the bottom playground. Again, once the member of staff dismissing your child has identified you they will then release your child. We then ask that you continue your way around the school walking past the library and out the front gate.
- Year 1 will be dismissed individually from the Year 1 door. A member of the Year 1 team will manage this. We ask that you form a queue for this leaving space for other parents and children to pass
- Reception will also be dismissed individually from the Reception door. Again, we ask you to form a queue for this

We hope that this will enable a quick and smooth entry into school in the morning and a swift organised exit from the school site in the afternoon. As always we will evaluate what works and make changes where needed to make it work for us all.

With thanks

Mr Ullah

Deputy Head Teacher