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1st January 2021

Dear Parent(s) and Carers,

I hope this letter finds you well and you have tried to have a relaxing holiday. Before Christmas, we had some visitors from the council, hence some new signs. They fed back to me that there have been many concerns regarding families during drop off and pick up times, not following government guidelines and adhering to the school's risk assessment of social distancing and mask wearing. We have noticed, especially at the end of the day, there seem to be a lot of families waiting around to pick up their children. We know that our space is limited, so must look at ways to reduce the amount of people in an area as much as possible.

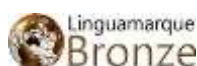
We will therefore be making a few changes to help support the guidelines and to reduce transmission, in wake of recent news. We are going ask families with more than one child at our school to pick them up at the last pick up time of the day. (see below)

Year 1 teachers will collect their children from the playground in the morning and will dismiss their children from the playground at the end of the day. Crickets will now need to use the alleyway gate and be picked up on the playground away from the Yr. 1. This is to avoid groups waiting by the office door.

I would like to remind you, when you are picking up your children, please try to make sure it is only one adult. Also, ensure you follow the times and do not arrive on site early.

	Drop off	Pick up
<b>Nursery</b>	<b>Nursery will operate within their usual times of 8:45am to 3:00pm– this will allow flexibility for parents with other pupils to drop off/collect</b>	
<b>Year R</b>	<b>8:40am Nursery Gate</b>	<b>2:50pm Nursery Gate</b>
<b>Year 1 &amp; 2</b>	<b>8:40am Alleyway Gate</b>	<b>2:50pm Alleyway Gate</b>
<b>Cosmic Corner</b>	<b>8:40am Nursery Gate</b>	<b>2:50pm Nursery Gate</b>
<b>Cricketts</b>	<b>8:40am Alleyway Gate</b>	<b>2:50pm Alleyway Gate</b>
<b>Year 3</b>	<b>8:40am Nursery Gate</b>	<b>3:00pm Nursery Gate</b>
<b>Year 4,5,6</b>	<b>8:40am Green Gate</b>	<b>3:00pm Green Gate</b>
<b>Rockets</b>	<b>8:40am Nursery Gate</b>	<b>3:00pm Nursery Gate</b>
<b>Parents with children in different key stages (ie 1 and 5, R- 4)</b>		<b>3:05pm Pick up from classes</b>

**Gates will not be open until the time that is given.**



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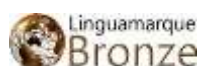
***Please remember that children are not to attend the school if they/or a member of their household are showing symptoms of COVID-19. (see website)***

While we fully appreciate parking around most schools is often difficult, we would greatly appreciate if parents and carers dropping or collecting children from school or nursery would park on the surrounding streets and not enter the car park leading into the school, especially if it is full.

If we all work together, we can make the school safer and protect one another.

Thank you for your understanding and co-operation.

**Mr M Collins**  
**Headteacher**



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