

Friday September 4th 2020

Dear Parents,

Welcome to Autumn Term 2020

The staff and I are very much looking forward to welcoming back our pupils this autumn term, and meeting our new starters in nursery and reception class. We are very mindful that many of our pupils have not been in school full-time since March and are likely to be feeling a mixture of excitement and apprehension. Please be assured that the staff will be making the pastoral care of the children their first priority particularly in these first few weeks and days of term.

This letter is to remind you of the arrangements that were sent to you in the last newsletter in July 2020. Please help us to make the opening of the school run smoothly by reading carefully the sections that apply to your child's or children's year group/s:

- You will be given a window of time when you should bring your child to school and collect your child. It is very important that you do not arrive too early or too late as this will cause congestion at the school gates. Please continue to observe social distancing when in the school grounds or at the school gates, and if you have pre-school children with you, please keep them by your side at all times. If you have children in more than one year group please bring them at the earliest time and collect them at the earliest time.
- Nursery and Reception classes have been given separate advice on timings from the staff for the first two weeks of term.
- Year One- from Wednesday September 9th and onwards (please see below separate information for Tuesday September 8th) bring your child through the main gate from 8.50 a.m. to 9.00. Your child can then go straight into the Year 1/2 entrance door and into their classroom. A teacher or teaching assistant will be there to welcome them so that you can leave promptly without needing to queue. Please leave the yard by the 'sports day' gate which will allow us to operate a one-way system in the yard. This gate will be signposted if you are not familiar with this gate. Staff will be in the yard too to guide you. At the end of the day you can collect your child between 3.25 and 3.35. Please do not arrive before this time. Your child will be dismissed to you individually by a member of staff when you can leave again by the sports day gate.
- Year Two-from Tuesday September 8th and onwards bring your child through the main gate from 8.50 a.m. to 9.00. Your child can then go straight into the Year 1/2 entrance door and into their classroom. A teacher or teaching assistant will be there to welcome them so that you can leave promptly without needing to queue. Please leave the yard by the 'sports day' gate which will allow us to operate a one-way system in the yard. This gate will be signposted if you are not familiar with this gate. Staff will be in the yard too to guide you. At the end of the day you can collect your child between 3.25 and 3.35. Please do not arrive before this time. Your child will be dismissed to you individually by a member of staff when you can leave again by the sports day gate.
- Year Three and Year Four- from Tuesday September 8th and onwards bring your child through the main gate from 8.40 a.m. to 8.50. Your child can then go straight into the junior yard where their teacher or teaching assistant will be there to welcome them and guide them to their own entrances. Please leave the yard by the 'sports day' gate which will allow us to operate a one-way system in the yard. This gate will be signposted if you are not familiar with this gate. Staff will be in the yard too to guide you. At the end of the day you can collect your child between 3.15 and 3.25. Please do not arrive before this time. Please

wait at the bottom the yard and your child will be dismissed to you by a member of staff and then you can leave again by the sports day gate.

- Year Five and Year Six- from Tuesday September 8th and onwards bring your child through the main gate from 8.30- 8.40. Your child can go straight into the junior yard where a teacher or teaching assistant will be there to welcome them and guide them to their entrance. Please leave the yard by the 'sports day' gate which will allow us to operate a one-way system in the yard. This gate will be signposted if you are not familiar with this gate. Staff will be in the yard too to guide you. At the end of the day you can collect your child between 3.05 and 3.15. Please do not arrive before this time. Your child will be dismissed to you by a member of staff when you can leave again by the sports day gate.
- Your child can wear school uniform as usual, and a school bag with a water bottle are permitted. The children should not bring anything else as the school will provide each child with a name-labelled pencil case containing all the equipment they will need. If your child has worn a face covering for travelling to school, the covering should be put in the outside waste bin before coming into school or put in a clear plastic bag to be stored in the child's school bag before coming into school.

Year 1- Mrs. McVittie will be on maternity leave for the whole of the academic year so we have appointed a Year 1 teacher, Miss Rebecca Langley, for the full school year. As the reception class children have not had the opportunity to meet Miss Langley, we would like the children to come into the reception class entrance on Tuesday September 8th between 8.50 and 9.00. This will mean that the children can come into school through a familiar entrance where Miss Dixon will introduce 'Year 1' to their new teacher. Miss Dixon and Miss Langley will then take the children into their new classroom together. Miss Langley will also be introducing herself to the class on the Year 1 class page before the beginning of term. There is no need to queue at the reception class door as Miss Dixon will be there to welcome the children and take them into school. You will have the opportunity to see Miss Langley when you collect your child at the end of the day (Miss Dixon will be assisting her in dismissing the children until she becomes familiar with parents' faces). I'm sure the children will love their new teacher.

Protocols

- *Please do not come into the main entrance of the school.* If you have a query, please telephone the school office and Mrs. Griffiths will help you or will arrange an appointment time for you to speak to me or a member of staff.
- <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term> -this link will give you all the information you need about pupils returning to school in September. If you have any concerns about sending your child back to school then please do not hesitate to get in touch with me.

I am sure that, by working together, we can make the transition back into school life a smooth and happy one for the children.

With very best wishes,

N. Park

Headteacher

