

Dear parents/carers,

It has been a great start to our school day and it was lovely to see so many children smiling on their way into school this morning. Thank you for your patience and understanding as we all adapt to the new arrangements due to Covid-19.

After trialling the new arrangements, we have become aware that there were issues at home time due to all children leaving at the same time. Therefore, as of **Monday 7th September**, we shall be trialling these new arrangements:

Monday 7th September:

- All children to attend their new year groups with their new teachers.

Drop off arrangements from Monday 7th September:

- Arrival time is between 8.40am and 9.00am. Please drop your children off to the following gates depending on their **new year groups**:

Drop off in the mornings	
ALLOCATED GATE	YEAR GROUP
Gate 1	Nursery and Reception
Gate 2	Years 3, 4, 5 and 6
Gate 3	Years 1 and 2

- New Reception children will be entering through **Gate 1** where their teachers will be waiting to meet them in the office area in that part of the school.

Collection arrangements from Monday 7th September:

- Collection times for children will now be staggered in order to avoid any need for queue on the pavement.

Year group	Gate	Time
Year 1	Gate 3	2.50pm
Year 3	Gate 2	2.50pm
Year 2	Gate 3	3.00pm
Year 4	Gate 2	3.00pm
Years 5 and 6	Gate 2	3.10pm

- Parents and carers of new Reception and Nursery children will receive information from the Early Years lead and their teachers.

If you need to collect children from more than one gate, please collect your youngest child first. We will not let any child leave before you have arrived at their gate.

We have made these changes to allow more time and ease congestion at the gates but we will keep it under daily review and make further changes if necessary.

Your sincerely

Angela Lymbouris

Acting Principal