



Ashford Church of England Primary School

Dear Parents and Carers,

15 December 2020

Thank you so much for working with us over the Autumn term. Your support of our staggered starting and finishing times, your commitment to wear masks at pick up and drop off wherever possible, and your adherence to our procedures on self-isolation have all been invaluable in keeping the school running over the past few months.

We have been evaluating our current timings and are now able to make some small changes that should slightly lessen the waiting in between year groups, whilst remaining vigilant about ensuring as much distance as possible. These time changes affect reception and Years 5 and 6.

These changes will take effect from the start of the Spring term and are as follows:

Mornings

Reception classes – main gate entrance from 8:30am

Year 1 and 2 – main gate entrance from 8:40am

Year 3 and 4 – car park gate entrance from 8:40am

Year 5 and 6 – main gate entrance from **8:50am [change]**

Older siblings may still be dropped off with their younger brothers or sisters if required.

Afternoons

Classes will be released from the same doors as at present

Reception class – finish at **2:40pm [change]**

Year 1 and 2 – finish at 2:50pm

Year 3 and 4 – finish at 3.00pm

Year 5 and 6 – finish at **3.10pm [change]**

These slight changes to the afternoon will reduce the overall timings for afternoon pick up from 40 minutes to 30 minutes. We hope to make further changes as soon as government guidance makes this possible, and we will keep you informed at each stage.

At this time, may we remind you to ensure that, to reduce congestion and make things more comfortable for you all, only one adult per family should come onto the school site at pickup and drop off times, and please stick to the exact times listed, as much as is possible. Many thanks in advance for your cooperation in this matter.

Yours sincerely,

Mr N Meehan
Executive Headteacher

Ms H Beacham and Mr R Austin
co-Heads of School



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