



Monday 21st September

Dear Parents/Carers,

We continue to keep all of our procedures under review currently to ensure we are keeping our community as safe as possible. With this in mind, please note some new arrangements below for dropping off and picking up for this week:

As already communicated yesterday, please be mindful of the following:

- Please wear face coverings for pick up and entering the school site, unless you are medically exempt.
- Please ensure where possible one adult is picking up your child to minimise numbers of people on our school site.

Additionally, **from tomorrow, Tuesday 22nd September**, we are making a few minor changes to drop off and pick up to improve further our beginning and end of day procedures, as listed below.

Reception parents: The pick up time will move slightly to **2.35pm**. Dropping off time remains the same.

Year 2 parents: Drop off and pick up times remain the same. Please note, however, that **Zebras will now be released from the door at the end of the reception corridor, and Giraffes will be released from the main door at the back door onto the playground** (please see attached photos). There will be senior staff on hand to direct you if you are not sure where these doors are.

Year 5 and 6 parents: The drop off and pick up times for Year 5 and 6 children is slightly shifting, with Year 5 and 6 expected in at **8.55am** and the day will finish at **3.15pm**.

There are currently no changes to drop off and pick up arrangements for Years 1, 3 and 4.

We also have made a change to our order of lunch sittings from this week to ensure our Year 1 and 2 children have slightly more time to eat and to ease the flow in and out of the hall between sittings.

For your reference, please also read carefully the attached **Corona Virus Q&A sheet**, which offers further guidance for all our parents.

Thank you for your continued support and understanding at this time.

Yours faithfully,

Neil Meehan

Executive Headteacher