

Thursday 3rd September 2020,

Dear Parents,

It is fantastic to have all of the children back in school and whilst it was lovely to see so many parents this morning, I would like to remind you of the school expectations in order to reduce the amount of adults congregating that we had this morning.

Dropping off

- Parents and children in years 1 and 2 should be the only people on site between 8.45-8.55am. This is to ensure children can go into school safely without overlapping with other children.
- Parents and children in key stage 2 **should not come onto site until 8.55am**. This will give time for Key Stage 1 parents to leave the playground before KS2 children and parents come onto site. **Doors close at 9.05am.**

Picking up

- Parents of children in years 1 and 2 should be the only parents on site at 3pm. This is to ensure children and parents can leave school safely without overlapping with other children.
- Parents of children in KS2 **should not come onto site until 3.10pm**. This is to ensure the playground has been cleared of KS1 children and parents before KS2 leave.

The only parents who should be waiting on the playground at any time are parents with children in both key stages.

All gates are available for use including the gates on the field that very few families used this morning.

School office

Face coverings will be required to be worn by any parents needing to come to the school office, we would also request that parents adhere to only 1 family entering the school foyer at a time, in order to ensure that social distancing is met.

Please try to follow this guidance tomorrow, otherwise we will have to keep gates closed and only allow groups in at a time which will increase congestion outside of school.

It is essential that we all work together to keep our whole school community safe.

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