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Headteacher: Mrs Ali Hambley

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4<sup>th</sup> January 2021

Dear Parents/Carers,

It was lovely to welcome so many of you back to school this morning. As added support for the school community, I am requesting that when you drop your child/ren off in the morning you **leave them at the gate and do not come onto the playground**. Staff will be on the playground to supervise pupils.

Can I please remind Parents/Carers of the timings for drop off times:

**Badger Class: 8.40am**                      **Rabbit Class & Hedgehog: 8.50am**

Households with pupils in different classes please **drop off all children at the time of the youngest child** (ie pupil in Rabbit Class and in Badger Class drop off will be **8.50am** for both pupils).

Some Parents/Carers are dropping off earlier than their allocated time, to avoid congestion on the playground please can you ensure you arrive at the allocated time (not earlier or later) and that you leave your child/ren at the gate.

I know that several of you have asked why we do not stagger home time as well – this was discussed and reviewed at the beginning of the school year but unfortunately due to staffing at the end of the day this has not been an option for us. However, due to a review of staffing we are now able to offer a staggered collection at the end of the day.

**Badger Class and siblings from other classes: 3pm**                      **Rabbit Class & Hedgehog: 3.15pm**

Households with pupils in different classes **collection will be with the oldest child** (ie pupil in Rabbit Class and in Badger class collection for **both pupils will be 3pm**).

To avoid congestion please ensure you are **on time to collect, only one adult to collect from the playground** and once your child/ren has been collected please vacate the school grounds immediately.

To further support the school community please **wear a face covering at all times** when you are on the school premises.

Thank you for your continued support to the school, please be assured that our priority at all times is the safety, wellbeing and mental health of our pupils, staff and wider school community and remember my door is always open, even if only virtually.

*Mrs Hambley*

Mrs Hambley  
Headteacher