

Specific Guidance Document: Start and End of School Day - 7th June 2021

Start / End of day Timings and Entrances:

Pedestrian and vehicle gates will be open from 8:45am to prevent bottlenecks.

Parents/carers are permitted onto the school site provided they wear a mask at all times unless they are exempt and they . Parents are not permitted to enter the school buildings apart from the main school office. There is a limit of two visitors at a time in the main school office and all adults entering the office will need to wear masks unless exempt.

If parents/carers are dropping off or collecting more than one child they can use either entrance and they can remain on site whilst waiting for the later drop off or collection. They must keep their child/ren close to them and maintain a social, 2m, distance from others.

Once the last child is collected parents/carers must leave the school site as quickly as possible.

Year 5 and 6 Bubbles: USE LEIGHAM VALE GATES

Year 6: Start of Day at 8:50am - use either pedestrian gate if dropping off a bike or scooter, otherwise use the vehicle gates

Year 5: Start of Day at 8:55am - use either pedestrian gate if dropping off a bike or scooter, otherwise use the vehicle gates

At the designated time the children enter the school and go straight to their classrooms.

Year 6: End of Day at 3:20pm - use either pedestrian gate if collecting a bike or scooter, otherwise use the vehicle gates

Year 5: End of Day at 3:25pm - use either pedestrian gate if collecting a bike or scooter, otherwise use the vehicle gates

Teachers will bring the children into the main playground to be collected or to walk home at the designated time.

Year 3 and 4 Bubbles: USE HITHERFIELD ROAD VEHICLE GATE

Year 4: Start of Day at 8:45am - use the vehicle gates

Year 3: Start of Day at 8:50am - use the vehicle gates

At the designated time the children enter the school and go straight to their classrooms.

Year 4: End of Day at 3:15pm - use the vehicle gates

Year 3: End of Day at 3:20pm - use the vehicle gates

Parents/carers will collect their children from the Magic Carpet (astroturf) where they will be waiting with their school adults at the designated time.

Year 1 and 2 Bubbles: USE LEIGHAM VALE GATES

Year 2: Start of Day at 9:00am - use the vehicle gates

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Year 1: Start of Day at 9:05am - use either of the gates

Parents/carers will drop off their children by the fence outside the door to their child's classroom.

Year 2: End of Day at 3:30pm - use the vehicle gates

Year 1: End of Day at 3:35pm - use either of the gates

Parents/carers will collect their children by the fence outside the door to their child's classroom.

Reception and Nursery Bubbles: USE HITHERFIELD ROAD VEHICLE GATE

Reception: Start of Day at 9:00am - use the vehicle gates

Reception: End of Day at 3:00pm - use the vehicle gates

At the start and end of the day each Reception class will be dropped off/collected at a designated area to be collected by their parents/carers.

Koala class - from the area opposite the blue side door into the Reception building next to the bike/scooter park area.

Platypus class - from the Reception outdoor area outside the main entrance to the Reception building.

Kookaburra class will be collected from the outdoor area next to the climbing frame.

Nursery: Start of Day at 9.10am (Robin) and 9:15am (Tadpole) - use the pedestrian gate

Nursery: End of Day at 3:10pm (Robin) and 3:15pm (Tadpole) - use the pedestrian gate

Parents/carers to drop off and collect from the balcony gate using the one way system.

Parents/carers will walk to the drop off point on their left hand side and keep to their left hand side as they walk away from the drop off point at the balcony gate.

Additional Information:

Late arrivals - report to main school office.

Early arrivals will not be permitted on any part of the school grounds until the correct time.

Late Collection - the child will stay with the SLT member in a safe space and a member of the admin team will contact the child's parents/carers.