



Friday 23rd April 2021

Dear Parent/ Carer,

Further to our previous emails, I am writing to confirm the new arrangements for entering and exiting the school site. These new arrangements are the result of our detailed review of the current system for pedestrian access, flow of people and movement around the school.

The main areas of concern have been relating to the safety children and parents in Cheltenham Road and the School car park. Our revised arrangements will ensure that entrance and exit will be in an area where there is much greater space to keep yourselves safe from the traffic while enabling you to continue to socially distance effectively.

From Monday 26th April we will be changing our entrance and exit points for the start and end of the day to the **Top Gate** (Lyveden Way). The gate will be open at 8:30am and 3:30pm, but please **DO NOT ARRIVE UNTILL AFTER THESE TIMES.**

We will be operating a one way system for drop off and pick up, which will be clearly marked out and staff will be on site to direct you to your classes. Please follow the arrows and keep to the right. We have included a map of the site so you can see how this will work.

In order to manage the flow of people and reduce the build-up of large queues, please can I ask you to make sure only one adult per family is on site to drop off and collect and that you do not arrive at the gate until your designated drop off and pick up times and keep your family bubble together. We have staggered the drop of times to minimise congestion on site. If you have children in more than one class with different times please use the earliest drop off and pick up times for the whole family, but drop off or pick up the children with the earlier time first. Please find the timings below.

Year Group / Class	Arrival times	Exit times
Reception		
Group 1 Hedgehogs and Rabbits	8:35am	3:30pm
Group 2 Hedgehogs and Rabbits	8:35am	3:30pm
Group 3 Hedgehogs and Rabbits	8:35am	3:30pm
Year 1		
Squirrels	8:40am	3:30pm
Moles	8:40am	3:30pm
Year 2		
Owls	8:50am	3:40pm
Swifts	8:50am	3:40pm



Year 3 Otters Badgers	8:50am 8:40am	3:40pm 3:30pm
Year 4 Foxes Adders	8:50am 8:40am	3:40pm 3:30pm
Year 5 Stags Wolves	8:50am 8:40am	3:40pm 3:30pm
Year 6 Hawks Red Kites	8:50am 8:40am	3:40pm 3:30pm

For children who make their way to the exit gate or walk home they will be exiting school at their pick up time.

If you have access to site, because you have a Blue badge, you will still be able to access school for drop off and pick up via the carpark.

We also strongly advise that families walk or cycle to school to avoid the build-up of cars and movement of people on the roads surrounding school.

We welcome any feedback regarding this change. We will continue to review this arrangement and as a school we reserve the right if necessary to revert back to our current arrangements should the new proposal have a detrimental effect on the operational arrangements of the school.

We would like to thank you for your continued support during these challenging times.

Yours sincerely



Emma Goodwin

Principal

