

Subject: Polite reminder - EYFS

Date sent: 24<sup>th</sup> February 2021, 1:03pm

## Great Barford C of E Primary Academy

Dear Parents and Carers,

Please find below a polite reminder about the entry and exit procedures for our Nursery and Reception classes:

The entry and exit times are as follows:

	Entry times	Exit times
Nursery	8.30-8.45	3.10-3.20
Reception	8.45-9.00	3.20-3.30

Please ensure that you arrive within the allotted time so we can ensure that our bubbles are kept safe.

Please do not come down the school drive earlier as we can not accomodate queueing and waiting within the EYFS area.

Children must not touch or climb on the Reception equipment as they pass through the outdoor learning area.

After dopping off or picking up please leave the premises immediately via the track across the field

If your child is struggling at drop off time please stand back with your child until the other children have entered and then a member of staff will come and help. Please make sure your child stays with you during this time.

If you have a mesage for your class teacher, or wish to discuss something, please make an appointment via [admin@gbpa.org.uk](mailto:admin@gbpa.org.uk)

Thank you for helping us to keep our community safe.

Sarah Evans  
Headteacher