



2.4.21

Arrangements for school timings for Summer term 2021

Dear Parents and Carers

I hope that you and your children are all enjoying the Easter break.

I am writing to you during the holiday so that you are aware of how we are going to continue with the Friday afternoon arrangements.

Before the holidays the Governing Committee met to discuss the ongoing issue of providing teachers with the PPA (Planning, Preparation & Assessment) time that they are entitled to as part of their terms and conditions whilst also keeping the school as safe as possible.

Governors were able to read and consider the comments that you the parental body had shared via the questionnaire sent out. The suggestions you offered for moving forward were also taken on board. The Trust (Bishop Bewick Catholic Education Trust) have also been able to consider the arrangements.

For the Summer term 2021 the school timings will be as follows: -

- School arrival time between 8.40am – 9am – one-way system continues as per previously
- Monday, Tuesday, Wednesday and Thursday collection time between 3.30pm – 3.45pm one-way system continues as per previously
- **Friday** collection time between **2pm – 2.15pm** one-way system continues as per previously
- Parents who are unable to collect the children at 2pm because of work commitments are to communicate with the school office via email the time that they can be collected. One week's notice is requested for this so that staff can organize activities planned for the children.
- Children collected from the main school office on a Friday after 2.15pm.
- Breakfast club is available every morning from 7.30am – to be booked and paid for 48hrs beforehand
- After school club is available Monday, Tuesday, Wednesday and Thursday until 6pm – to be booked and paid for 48hrs beforehand



Parents and carers are asked to

- drop off and collect children without anyone accompanying them to minimize the number of people on the school site
- wear face coverings on school site to help maintain a safe environment
- not to arrive on the school site before 3.30pm to avoid the pedestrian traffic of St Benet Biscop students
- communicate with school via email or telephone calls and not chat with school staff on the school site
- only use the school car park for breakfast and after school club –do not drive onto St Benet Biscop & St Bede's site at usual drop off and collection times

I appreciate that the new arrangements are not ideal and if you have any further queries, please do contact me via the admin email address and I will respond when school returns after the Easter break.

We look forward to things returning to normal in the new academic year and by us all playing our part to minimize the effects of covid-19 hopefully this will happen

I wish you all a very happy Easter time, anticipating that the season of new life will bring hope that we will be able to return to a more 'normal' life in the coming months.

Yours sincerely,

Therese Worrall

Head teacher