

September 2021 Operational Plan



Year group	School site gates opening time	School doors opening time	Registration in class	End of school day	Entrance/Exit arrangements *	Morning Break		Lunchtime **		Afternoon Break		End of school collection
						Timing		Timing		Timing		
Reception	8.40am	8.45am	8.55am	3.15pm	Pupils to enter/exit via Reception playground and Reception classroom doors	EYFS free flow learning		11.50 – 1.00pm		EYFS free flow learning		3.15pm. Please wait on the Reception playground and wear a face covering if possible.
1	8.40am	8.45am	8.55am	3.15pm	Pupils to enter/exit via school playground and Year 1 classroom doors	10.15 – 10.30am		12.00 – 1.00pm		Time of 15-minute break tbc by class/year group team		3.15pm. Please wait on the playground outside the Year 1 classrooms and wear a face covering if possible.
2	8.40am	8.45am	8.55am	3.15pm	Pupils to enter/exit via main school entrance and Year 2 classroom doors	10.15 – 10.30am		12.00 – 1.00pm		Time of 15-minute break tbc by class/year group team		3.15pm. Please wait in front of the Year 2 classrooms and wear a face covering if possible.
3	8.40am	8.45am	8.55am	3.20pm	Pupils to enter/exit via school playground and through side door adjacent to Year 3 or classroom door	10.15 – 10.30am		12.00 – 1.00pm		N/A		3.20pm. Please wait on the playground by Year 3 and wear a face covering if possible.

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4	8.40am	8.45am	8.55am	3.20pm	Pupils to enter/exit via school playground and through door between Year 4 and Year 6	10.35 – 10.50am		12.10 – 1.10pm		N/A	3.20pm. Please wait on the playground by Year 4/6 and wear a face covering if possible.
5	8.40am	8.45am	8.55am	3.20pm	Pupils to enter/exit*** via school playground and through side door adjacent to Year 5	10.35 – 10.50am		12.10 – 1.10pm		N/A	3.20pm. Please wait on the playground by the bike storage/ stage and wear a face covering if possible. Year 5/6 can walk home without an adult once a parental consent form has been completed and returned to the School Office.
6	8.40am	8.45am	8.55am	3.20pm	Pupils to enter/exit via school playground and through door between Year 4 and Year 6	10.35 – 10.50am		12.10 – 1.10pm		N/A	3.20pm. Please wait on the playground by Year 4/6 and wear a face covering if possible. Year 5/6 can walk home without an adult once a parental consent form has been completed and returned to the School Office.

* Please note that the side pedestrian carpark gate onto the school site will be kept locked and no longer used as an entrance/exit route for parents/carers and pupils.

** Please note lunches will be eaten in the large hall.

*** Please note year 5 pupils will be escorted to the playground at the end of the school day to enable safe collection by parents / carers (due to side gate being closed).