



Friday 17th July, 2020

Dear Parents / Carers,

I am writing to update you regarding our planning for the full reopening of Mount Charles from the 2nd September. I would like to thank you all for your patience. There has been lots of hard work behind the scenes to ensure that we have a clear plan in place to communicate. As I am sure you will appreciate, there is a lot of information that we need to communicate regarding your child's return to school in September. We have set up a new tab on our website [September 2020 – Returning to School](#) where you will be able to find all the relevant information so that you can make reference to it with ease as you prepare for your child's return to school.

Summer Holiday

Our last day of the summer term is Friday 24th July. The school will then be **CLOSED** for the summer holiday. Families receiving free school meal vouchers should receive their eCodes electronically during the week beginning: 20th July. If you have any queries please email enquiries@mount-charlessch.org or telephone the school 01726 73911 before the 24th July.

Timetable of the return to school

To ensure a positive transition for all children we are phasing year groups returning to school:

- Wednesday 2nd September - Year R, Year 4, Year 6 & our ARB classes return to school
- Monday 7th September - Year 1, Year 2, Year 3 & Year 5 classes return to school.

Government guidance recommends staggering the start and end of the school day to reduce congestion and minimise risk. With this in mind, we have created a timetable for drop off and collection times, and have allocated the various school gates to each group of children. Please see the table below. If you have a number of children then you will drop/collect your whole family at one time with your **youngest** child. For example, if you have a child in RSH and 4AK you will drop and collect at the time and gate stated for RSH.

All children in Reception, Year 4 and 6 will arrive and depart on Wednesday 2nd, Thursday 3rd and Friday 4th from their youngest siblings designated gate. This applies even if their youngest sibling is not starting school until Monday 7th September so that families can practice using the correct gate for their family. Year 4 and 6 will be in school for the times specified below. Reception and our ARB children will have different session times which we have outlined below.

We appreciate that parents like to catch up with each other and chat. Unfortunately, the public footpaths that surround our school are very narrow and we all need to work together to ensure that we keep each other safe. When you arrive to drop / collect your child please wait considerately along the fence in the direction of the arrow for your allocated gate shown on the site plan. Please ensure that you respect social distancing. Please move away from the gate as soon as you have dropped / collected your child to ensure that we can manage the start and end of the day promptly. It is vital that you arrive at your designated time.

Please refer to the attached site plans

Date	Reopening Schedule
Tuesday 1st September	Staff Training Day - School closed to all pupils
Wednesday 2nd September	School open to Year 4 and Year 6 – full day School open to Year R – Settling-In Session times stated below School open to our ARB class - Miss Carew will be in touch with your timetable information School closed to Year 1, Year 2, Year 3 and Year 5
Thursday 3rd September	School open to Year 4 and Year 6 – full day School open to Year R – Settling-In Session times stated below School open to our ARB class - Miss Carew will be in touch with your timetable information School closed to Year 1, Year 2, Year 3 and Year 5
Friday 4th September	School open to Year 4 and Year 6 – full day School open to Year R – Settling-In Session times stated below School open to our ARB class - Miss Carew will be in touch with your timetable information School closed to Year 1, Year 2, Year 3 and Year 5
Monday 7th September	School open to all year groups, full time.

Wednesday 2nd September	
Year R settling-in session times and drop off/collection points	
DROP OFF: RSH Group A – 8.30am Middle Yard Gate RSH Group B – 1.15pm Middle Yard Gate RSW Group A - 8.30am Main Gate RSW Group B – 1.15pm Main Gate	PICK UP: 10.40am Middle Yard Gate 2.55pm Middle Yard Gate 10.40am Middle Yard Gate 3.05pm Middle yard Gate
Thursday 3rd September	
Year R settling-in session times and drop off/collection points	
DROP OFF: RSH Group A – 8.30am Middle Yard Gate RSH Group B – 1.15pm Middle Yard Gate RSW Group A - 8.30am Main Gate RSW Group B – 1.15pm Main Gate	PICK UP: 10.40am Middle Yard Gate 2.55pm Middle Yard Gate 10.40am Middle Yard Gate 3.05pm Middle yard Gate
Friday 4th September	
Year R settling-in session times and drop off/collection points	
DROP OFF: ALL RSH – 8.30am Middle Yard Gate ALL RSW - 8.30am Main Gate	PICK UP: 12.30pm Middle Yard Gate 12.30pm Middle Yard Gate

Mon 7 th Sept	ARB+ all older siblings	RSH + all older siblings	RSW + all older siblings	1LAH + all older siblings	1SC + all older siblings	Year 2 + all older siblings	Year 3 + all older siblings	Year 4 + all older siblings	Year 5 + all older siblings	Year 6
Drop off	8:50am Main Gate Left	8:30am Middle Yard Gate	8:30am Main Gate	8:30am Field Gate	8:30am Swimming Gate	8:40am Main Gate	8:40am Middle Yard Gate	8:40am Field Gate	8:40am Swimming Gate	8:30am Field Gate
Pick up	3:05pm Main Gate Left	2:55pm Middle Yard Gate	3:05pm Middle Yard Gate	3:05pm Main Gate Right	2:55pm Main Gate Right	2:55pm Main Gate Left	2:55pm Swimming Gate	2:55pm Field Gate	3:05pm Swimming Gate	3:05pm Field Gate

Please find further information on the [September 2020 – Returning To School](#) tab on our school website regarding September, for example;

- Chartwells Packed Lunch Menu
- Frequently Asked Questions
- Site Plans
- Social Story to help your child prepare
- Uniform Supplier Link

If you have any questions then please don't hesitate to contact us via email; enquiries@mount-charlessch.org or via phone; 01726 73911 before Friday 24th July.

Yours sincerely,

Claire Bunting
Head teacher