



# Biscovey Academy

Head of School: Mr J Tyers

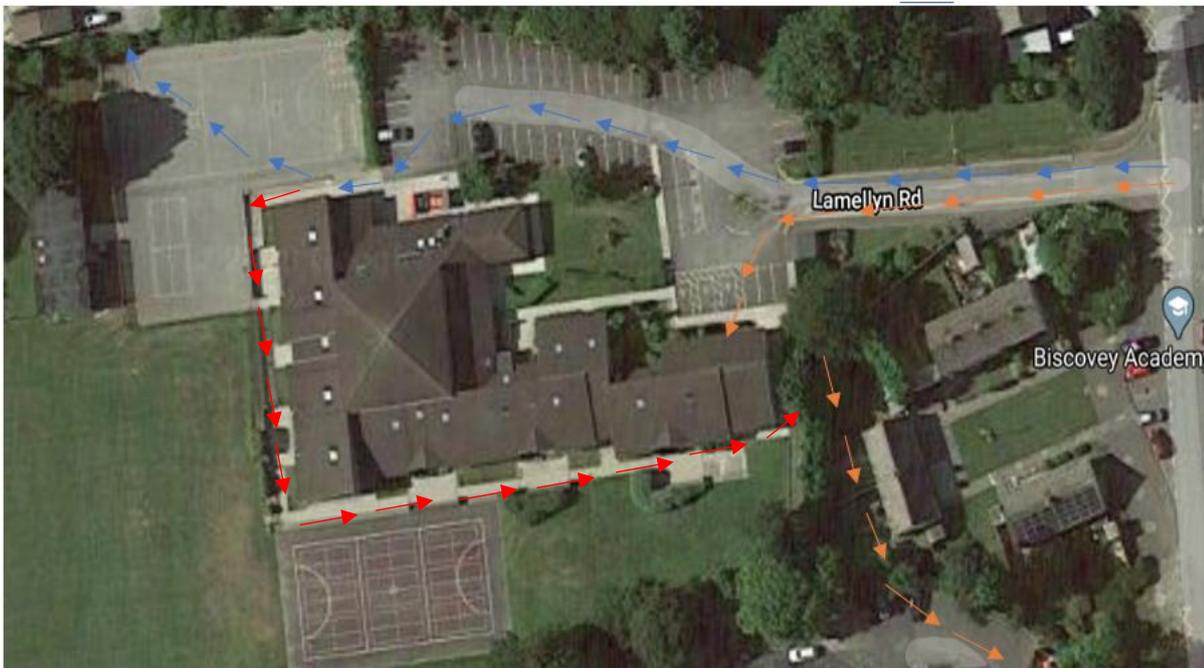
Dear parents/ carers,

07.09.2020

Thank you for your patience this morning, it was lovely to welcome all of our children back and finally get to meet some of you on the gate. What is clear to us is that each day we welcome our children back we will learn more about the effectiveness of the systems we have in place and will sometimes need to make slight adjustments or send gentle reminders to parents so as we can ensure things run as smoothly as possible.

Having listened to feedback from both parents and members of staff we have reflected upon that as a senior leadership team and here are a few things we have learned today.

**We need to ensure that there is a better route for parents who need to drop or collect children from the Infants school.**



T: 01726 812949

E: [hello@biscovey.org.uk](mailto:hello@biscovey.org.uk)

W: [www.biscovey.org.uk](http://www.biscovey.org.uk)

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity  
Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD



Year 3 and 4



Year 5 and 6



Route to be followed when dropping a year 5/6 child off but need to also drop at the infants





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We completely appreciate that asking parents, who are dropping or collecting children from Year 5 or Year 6 and need to drop or collect another child from the infants, to exit via the top gate and walk back around to drop/collect a child from the Infants isn't practical nor fair, especially given the ever-changing weather. Therefore, we would like to suggest a solution to this problem (see above diagram): Firstly, if possible, children in year 5 and 6 are encouraged to enter school independently. If, for any reason, you do need to enter the site and also have a child to drop in the infants we encourage you to follow the path that runs around the outside of the school (see **red** arrows) which will lead you directly back onto the path that takes you to the infants school.

## **Adhering to the one-way system.**

I understand that if you have dropped a child off in year 5 or 6 and don't need to drop a child at the infants that it is some distance to walk out all the way around in order to return to the front of the school. However, we do ask that the one-way system is adhered to and that you do not go back on yourself when you have dropped children off.

As a reminder, if you are dropping/ collecting a pupil from:

- Year 3 or 4 you are to exit via the infant's school.
- Year 5 or 6 and do not need to go to the infants, you exit via the top gate on the upper playground.

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**We need to ensure that there are no large gatherings of parents/ carers outside each drop off point.**

It was wonderful to see so many eager children this morning at the gate. However, we ask that you keep to the strict drop off and pick up times. This is to avoid any major congestion and ensure that all year groups waiting to go in can adhere to social distancing. We therefore ask that you do not arrive any earlier than your child pick up or drop off time. We also ask that only 1 parent/carer brings their child onto the school site.

<b>Class:</b>	<b>Arrival Time</b>	<b>Where?</b>	<b>Departure Time</b>	<b>Where?</b>
Year 3	8:40am (Register 8:45)	Steps by car park	14:55- 15:05	Steps by car park
Year 4	8:50am (Register 8:55)	Main reception area.	15:10-15:20	Main reception
Year 5	8:40am (Register 8:45)	Fire exit beside Class 10	14:55- 15:05	Fire exit beside Class 10
Year 6	8:50am (Register 8:55)	Fire exit beside Class 10	15:10-15:20	Fire exit beside Class 10

Additionally, in order to further reduce the congestion around the year 3 steps area, as of tomorrow we would like to welcome the year 4 pupils in through the main reception area. Children can then walk into the building and straight to their classroom. Year 4 will then leave the building at the end of the day through reception and be dismissed in the following order:

1. Maple
2. Cedar
3. Sycamore

Can we also ask that Year 5 and Year 6 parents wait on the playground to avoid congestion in the car park area. We also ask that if you are waiting with younger children you keep them close to you to ensure social distancing.

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**If your year 5/6 child is required to walk home alone, we will need written consent before we will allow them to leave on their own. If your child is in year 3/4 they will not be allowed to walk home alone unless accompanied by an older sibling and with written consent.**

### **Vehicles on site.**

Vehicles will not be permitted to be on the school site unless you are a blue badge holder or have a prior agreement in place with a member of the senior leadership team. Please note the gates will be closed to **all** vehicles at 8:30am. This is to ensure the safety of all members of the school community.

### **In the event that you do have to queue please ensure you are following the current social distancing guidance.**

Please ensure when entering school you try to remain 1 meter plus away from people who are outside of your support bubble.

I do apologise for the amount of email communication at present, but it is important that we continually review and a listen to feedback about our current system and seek to address that which we know needs to be improved as quickly as possible.

I am confident that with everyone's support and cooperation we will adjust to the 'new normal' quickly.

Kind regards

Josh Tyers

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