



Headteacher
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Chair of Governors
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Dear Parents,

As we approach the half term break, I would just like to communicate a change to the staggered start and finishing times. **This will take effect from Tuesday 3rd November.** This is the first day of Autumn 2 following our INSET Day on Monday 2nd November:

Reception - Reception gate (8.45am-2.45pm)

Y1 - KS1 gate (9.00am-3.00pm)

Y2 - KS1 gate (9.15am-3.15pm)

Y3 - KS1 gate (8.45am-3.00pm)

Y4 - KS2 gate (9.00am-3.15pm)

Y5 - KS2 gate (9.00am-3.15pm)

Y6 - KS2 gate (8.45am-3.00pm)

On arrival, please arrive at the gate allocated no earlier than five minutes before the designated time.

For many year groups, the change will not impact upon the arrangements currently in place. One of the main reasons for the change is due to the need to bring forward the start and end of the day for Year 4, in particular.

Although Year 4 and Year 5 will start school at the same time and from the same gate, the gate will already be open so will not result in both year groups congregating. Any congregation after school, for both year groups, will be avoided by the fact that they are positioned at either end of the KS2 playground.

May we also remind you that all siblings can be dropped off at the earliest starting time but all picked up at the latest finishing time. This is to ensure that families are not on school site any longer than is necessary.

It is worth noting that we intend to review our Opening Plan and Risk Assessments, in readiness for Autumn 2, and in light of the increased prevalence of COVID-19. We want to make sure that we are actively reviewing our practice. Any changes will be communicated to you in a timely fashion and published on the school website.

Have a lovely half term and thank you for your support.

Yours sincerely

James Blackmore
Headteacher

