

Amended Arrangements for Morning Drop-Off and Afternoon Pick-Up

Dear Parents and Carers,

In today's newsletter, I informed you that the building work on our new classrooms is due to commence on Monday 13th January 2020 and that would bring some minor disruption around the arrangements in the morning and afternoon. The main issue is that we will lose the use of the door at the back of the school, which we use as the children's main entrance; consequently, we need your help to ensure the following arrangements work:

Morning drop-off

You are welcome to leave your children with us from 8.50am as currently.

8.50am – Children in Reception and Nursery should go directly into their classrooms.

9.00am - The bell will ring and the teachers on duty will blow a whistle. The children should line up on the numbered circle at the far end of the playground (as they have in previous years).

Each class teacher will collect their class and escort the children into school. This will be through the two blue gates in the Reception Class playground. There will be additional staff on the two playground gates and the main gate into school (near the office) to ensure no children are missed.

Class 3 should line up on their numbered circle but will go into the outside classroom with their teacher.

Any children who are late to school should be signed in at the school office as they are currently.

Afternoon pick-up - We will be using three different exits for the children.

Nursery pick up from their classroom as usual at 3.00pm

Reception Class collected from their classroom as usual at 3.15pm – please wait near the blue fence as you do now.

Year 1 – Will also be using the Reception Class entrance. They will follow Reception Class out at 3.15pm. Please wait near the blue fence.

Year 2 – Will leave school from the green gate next to the Year 6 outside classroom at 3.15pm. Please wait on the grass area outside the gate for your children.

Year 3 – Will continue to be picked up from the playground outside their classroom at 3.15pm (no change)

Year 4 – Will leave school from the green gate next to the Year 6 outside classroom at 3.15pm (following Year 2). Please wait on the grass area outside the gate for your children.

Year 5 – Will leave school from the Nursery gate at 3.15pm. Please wait on the playground for your children.

Year 6 – Will leave school from the green gate by their classroom at 3.15pm. As most of the class walk home independently they will be leaving first.

Alternative Arrangements

I know that many of you are picking up two, or sometimes three children from school. If you need one or more class teachers to hold onto your child(ren) until you have had time to collect their sibling or another child that you are picking up please let the class teacher know and they will ensure that is put into place.

Messages

If you need to speak to your child's class teacher please catch them on the playground in the morning or preferably pass the message on through the school office. It may be that at the close of the day you will need to wait a couple of minutes to speak with your child's class teacher in order that they can ensure all the children are collected safely.

Parking

As I have mentioned previously there will be no staff parking on the school grounds from Monday 13th January, this means that there will be additional cars on Buxton Road. We are very grateful that Chinley Chapel have agreed that you can use the car park behind the church if you would like to park and walk – it would be great if more people could.

EBNOC – Before and After School Provision

Unfortunately, there will be no space on the playground for EBNOC users to drop off or pick up their children, as it is likely that construction traffic will be using the space outside the main school hours.

Please use the main entrance to school. There is a new security light fitted to allow you to find your way and a doorbell on the inside door to school will alert staff that you have arrived to drop off or pick up.

The new arrangements will begin on **Monday 13th January 2020** although the construction may not begin that morning, there will be elements of site preparation taking place and it is better if we can prepare you and your children and iron out any potential issues early.

I know you will be supportive of school during the disruption, there may be some congestion including the entrance gates and pavements with people passing in different directions. I have asked the children to be polite and courteous at all times and I am sure together we can make the new arrangements work successfully.

As always I welcome any feedback and have already spoken to a number of parents about keeping me updated if they identify any problems, where there are issues I will do my best to address them.

Thank you all for your help and support in this matter – it will be worth a small amount of inconvenience to achieve the new building we have worked towards for the last four years.

Yours sincerely
Peter Lambert
Headteacher