

8th September 2020

Dear Parents

New arrangements with effect from Wednesday 9th September 2020

Due to many parents not abiding by social distancing rules, particularly at the entrances to school, we have reviewed our arrangements to try to make it as easy as possible for parents to drop and collect their children whilst ensuring everybody's safety.

Please read this letter from start to finish.

We will continue to have year groups starting as year group bubbles however, we have reviewed the end of day arrangements and now have a system that allows siblings to be collected so that parents only travel around the one way system once.

Unfortunately, we have been unable to change this so that start times mirror finish times as we need to ensure that we can maximise children's learning and also ensure that the start to the day remains structured and as calm as possible.

New Gate Entry times from Wednesday 9th September 2020

Year 2 and Year 6	8.30 am – 8.35 am
Year 1 and Year 4	8.40 am – 8.45 am
Year 3 and Year 5	8.50 am – 8.55 am
Reception	There will be individual start times, parents will be contacted separately

Please note: If you have children in Year 1 and Year 2 you will remain in the Year 1 playground and your Year 2 child will be collected from you to save you walking round the school twice.

End of day arrangements

We have revised these arrangements on the understanding that parents do not arrive early and that everybody leaves the playground, school grounds and outside the gates straight away. If this new system is not adhered to we may have to consider reverting back to longer periods between children in different year groups being collected.

ALL parents will now be asked to enter school via the KS1 drive at the end of the day to collect their children. We are asking all parents to walk through the one way system and collect their children in order to alleviate congregation at the bottom of the KS2 drive.

Elm Academy

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You will collect all your children as you walk once only round the school. Unfortunately, this means that you will not be able to speak with your child's class teacher. We realise this isn't ideal. However, the Senior Leadership Team will be available to talk to you or to take messages. If your child's teacher wishes to speak to you, they will contact you after all children have been dismissed. There is also the option for you to email via the main Elm inbox.

Children will be dismissed according to the first letter of their legal surname (we will not disclose to children their legal surname).

2.30 – 2.40 pm	A, B
2.40 – 2.50 pm	C, D
2.50 – 3.00 pm	E, F, G, H, I, J
3.00 – 3.10 pm	K, L, M
3.10 – 3.20 pm	N, O, P, Q, R
3.20 – 3.30 pm	S, T, U, V, W, X, Y, Z

We have made these changes after listening to you and are trying to support and help you as much as we can. Please support us while we are doing our best to keep you, your children and our staff as safe as possible at this time.

Rucksacks and Coats

Children have been asked not to bring rucksacks to school as there is limited space in the classroom and these pose a health and safety tripping hazard when they are placed next to their desk in the classroom. Any rucksacks sent into school from w/c 14th September will be stored in a cupboard in school until the Friday of that week when they will then be sent home. Children only need to bring their water bottle, lunch box and their reading folder to school. This can be in a carrier bag or a drawstring type backpack. Please also consider whether your child needs a coat at this time and only send them on cold or wet days.

Thank you for your continued support and co-operation.

Kind regards

Mrs J Fish
Principal

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