

Arriving and leaving school at the start and finish of the day:

Year Group	Entrance	Start time	Arrival	Finish Time	Departure
Reception (NOT 3 rd /4 th September)	EYFS gate	9.10am (this will be revised next week)	Children will be met at the gate and will be taken into class. Parents should drop their child as quickly as possible.	3.10pm	Children will be dismissed by the class teacher at 3.10pm from the EYFS Gate. Please be patient.
Year 1	KS1 Gate (right of car park)	9.00am	Children will be let in the gate and will met by their teacher. Parents should drop their child as quickly as possible.	3.10pm	Children will be dismissed by the class teacher at 3.10pm. Parents will be allowed to enter the Year 1 / 2 gate and meet children at their classroom door. Year 2 parents will be called in first to make their way to the Y2 playground, Year 1 will then be called in. Please be patient.
Year 2	KS1 Gate (right of car park)	8.55am	Children will be let in the gate and will met by their teacher. Parents should drop their child as quickly as possible.	3.10pm	Children will be dismissed by the class teacher at 3.10pm. Parents will be allowed to enter the Year 1 / 2 gate and meet children at their classroom door. Year 2 parents will be called in first to make their way to the Y2 playground, Year 1 will then be called in. Please be patient.
Year 3	Main Playground Gate	9.00am	Children will be let in the gate and will go straight into classrooms - <i>no parents are allowed on the playground</i>	3.10pm	Parents to collect children from the playground area nearest to the sensory garden
Year 4	Main Playground Gate	9.00am	Children will be let in the gate and will go straight into classrooms - <i>no parents are allowed on the playground</i>	3.10pm	Parents to collect children from the playground area nearest to their classroom
Year 5	Main Playground Gate	8.55am	Children will be let in the gate and will go straight into classrooms - <i>no parents are allowed on the playground</i>	3.10pm	Parents to collect children from the playground area nearest to their classroom
Year 6	Main Playground Gate	8.50am	Children will be let in the gate and will go straight into classrooms - <i>no parents are allowed on the playground</i>	3.10pm	Parents to collect children from the main entrance door.
<p>Year 5 and 6 pupils who are on the register to walk home independently Pupils will be released from the main school door. They may bring a mobile phone for use after school will be left with their class teacher during school hours. If children are not on this register they will not be allowed to leave the school premises without a parent. If children are not collected on time the class teacher will telephone the parent.</p>					

Arrival:

- Please follow the one-way system. Enter through the main car park entrance following signs. The woodchip pathway to the side of the overflow car park (see attached map) is an extra pathway to ease congestion.
- Children must only be accompanied by one adult; this is to ease the amount of space available for parents.
- Adults should not congregate at the school gates or in the car park. Please leave straight away after dropping your child at their entrance.
- When arriving with children, adults should socially distance at 2m.
- Please wear a face mask when you are anywhere on the school grounds.
- School staff have been provided with face shields to wear at arrival and departure times.
- We recognise that some children and parents may be anxious; please be reassured that staff will be around to help and support you with this.
- If you wish to speak to your child's class teacher, please e-mail the school office with a message or to ask for an appointment for the teacher to call you. Parents are not allowed into the school buildings without an appointment.

Departure:

- EYFS children will be dismissed class by class from their gate. Please be patient whilst we dismiss each class in turn.
- Year 1 and 2 children will be dismissed from their classrooms. Parents will be allowed to enter the Year 1 / 2 gate and meet children at their classroom door. Year 2 parents will be called in first to make their way to the Year 2 playground, Year 1 will then be called in. Please be patient, maintain 2 meter distancing and wear a face mask on the school grounds.
- The main playground gate will open at 3.10pm for adults to collect children from Years 3, 4 and 5.
- Year 3, 4 and 5 children should be collected from the main playground. Year 3 children will be dismissed from the old library door near the sensory garden. Year 4 and 5 children will be dismissed from their classrooms. Please wait in the area on the playground nearest to their exit remembering to socially distance between other adults.
- Children in Years 5 and 6 who are allowed to walk home on their own will be let out of the main school door.
- Year 6 will be dismissed from the main school door.
- After collecting your child, please leave the school site as soon as possible. If you wish to speak to your child's class teacher, please e-mail the school office and ask to make an appointment for the teacher to call you.