 LONG MEADOW SCHOOL

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Headteacher: Mr Philip Gray BEd (Hons) CANTAB, NPQH

Monday 07 September 2020

**Drop off and pick up update**

Dear Parents and Carers,

Firstly, I just want to let you know that that school feels amazing this morning. The classes are full and the buzz of learning has started already. We truly do have wonderful staff and children. It was great to see you all again. Apologies if there werenot as many “Hellos” from me this morning as normal, I was a little busy shouting out the year groups.

This morning on school site went very smoothly with the exception of a large number of parents arriving at school well before their designated time. This resulted in children and parents having to wait outside the school longer than necessary. This put you and other parents and children at risk. The reason for staggered times is to limit the amount of people on the school site so we are able to control the safety of everyone. By coming early and causing a crowd, you compromise this. Please, please, please do not arrive before your allotted time.

Please ensure that you arrive at your allotted time for pick up too. Please also remember that you can drop off and pick up at the earliest time (if you choose to) if you have multiple children at the school.

A gentle reminder to the parents of Y2 Frogs and Pondskaters (who enter through the classroom doors) that when parents drop off in the morning, please exit though the main gate and do not turn back into the one-way system.

Finally, please also note where your children will be entering the building through the class or the cloakroom as this means we can get the children in more quickly.

I have attached the times for drop off and arrival again to help with this.

Yours sincerely

Philip Gray

Headteacher

**EYFS and KS1**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Arrive** | **EYFS Tadpoles** | **EYFS Minnows** | **Y1 Pondskaters** | **Y1 Sticklebacks** | **Y2****Frogs** | **Y2****Newts** |
| Staff Car Park Gate(One-way system) | Staff Car Park Gate(One-way system) | Staff Car Park Gate(One-way system) |
| Playground Door | Back door by path | **Classroom door** | Cloakroom door | **Classroom Door** | Cloakroom door |
| **Depart** | Playground door(Into one-way system to KS1 gate or main gate) | Playground door(Into one-way system to main gate) | Playground door(Into one-way system to main gate) |
| **Drop Off** | **8.30am** | **8.45am** | **8.35am** |
| **Register closes** | 10 mins after your drop off time |
| **Pick Up** | **3.00pm** | **3.15pm** | **3.05pm** |

**KS2**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Arrive** | **Y3****Hogweed** | **Y3****Bracken** | **Y4** **Hawthorn** | **Y4****Foxgloves** | **Y5****Thistles** | **Y5****Ferns** | **Y6** **Brambles** | **Y6****Teasels** |
| Staff Car Park Gate(One-way system) | Staff Car park Gate(One-way system) | Staff Car Park Gate(One-way system) | Staff Car Park Gate(One-way system) |
| Playground Door | Cloakroom | Playground door | Cloakroom  | Playground Door | Cloakroom  | Playground Door | Cloakroom  |
| **Depart** | Playground door(Into one-way system) | Playground door(Into one-way system) | Playground door(Into one-way system) | Playground door(Into one-way system) |
| **Drop Off** | **8.55am** | **8.40am** | **8.50am** | **9.00am** |
| **Register closes** | 10 minutes after your drop off time |
| **Pick Up** | **3.25pm** | **3.10pm** | **3.20pm** | **3.30pm** |