

Changes to early morning drop off from Monday March 4th 2019

Drop and go from 8.30am

Registration 8.45am

1st March 2019

Dear Parents and Carers,

I wish to inform you of changes to morning drop off procedures we will be operating from Monday March 4th. For those of you with children in Y4-Y6 you will be familiar with the change in routine.

Since September we have operated a system where children enter the playground and line up before entering the school building. The whole school (411 children) then enter on mass which can cause congestion and prove time consuming when all children at the same time have to organise the logistics of bags, coats, lunchboxes etc. Increasingly, this is encroaching on a timely start to learning in the morning and can be a stressful time for some children.

I realise also that drop off time for parents who work, parents who drive and have to negotiate parking, or parents who have a number of children to deliver between the infant and junior schools, the current system at drop off can be problematic.

Therefore we are allowing for a more flexible approach to morning drop off as follows:

- Children will no longer line up but will go straight to class at drop off and can do so from 8.30am but not before.
- School staff (not class teachers) will be on the playground from 8.30am
- All children are to be settled in class for registration and start of the school day by no later than 8.45 am.
- Parents/carers are to drop children off either at the school gates or on the playground.
- Parents/carers are respectfully requested not to go to classrooms to speak with the classteacher who will be focused on the needs of the class.
- Children are to walk to their classrooms as soon as they arrive at school and independent of parents/carers. Teachers will be in their classrooms preparing and meeting the needs of children as they arrive.
- Children will be provided with a learning activity as soon as they arrive in class.
- All communications to teachers at this time can be made via Home Communications diaries, message/phone call/email to the school office or after school at 3.20pm when teachers will be available on the playground.

I look forward to and thank you in anticipation of your support with the changes.

Yours sincerely,

Mrs L Martin

Headteacher