

Wednesday September 9th 2020

Important Information regarding drop off and collection of children from school

Dear Parents/Carers,

As you are aware we are continuing to review and improve the drop off and collection for our children. Last week, it became evident that the Moorgate Rd entrance needed to be opened to allow for a smoother, safer flow for collecting children. After changes, and a contraflow system this has worked well. Thank you all sincerely for your support and effort with this new arrangement.

However, on Monday evening, a much larger number of parents decided to collect siblings together from the Bright Futures entrance and this is now causing issues. The sibling collection time is for urgent use only and we urge parents to help us ease congestion by collecting children at the times indicated for each class. We are very grateful to those parents and carers who are walking round to collect siblings at their allocated time. Thank you for helping us to reduce the risk of bubbles having contact with each other. Should you still need to collect your children together, we require notification of sibling pick up in order for your child to be in the right place for collection.

We have made changes to the collection process for siblings and will be trialling this tomorrow at 3:20pm. The reception gate next to the Bright Futures entrance will be opened for sibling collection from 3:20pm. **It is essential you do not arrive any earlier** as staff will still be dismissing key stage 1 children. Staff will be on hand to guide parents in past the reception classroom, around to the playground area and back in a loop.

Year Group	Entry time	Finish time	Entry point	Collection point
Reception	8.55am-9.05am	3.00pm-3.10pm	Reception Gate next to Bright Futures	Reception Gate next to Bright Futures.
KS1 (Years 1 & 2)	8.40am-8.50am	3.00pm-3.10pm	Gate next to Bright Futures. Enter through KS1 fire door	Gate next to Bright Futures.
Lower KS2 (Years 3 & 4)	8.55am-9.05am	3.15pm-3.25pm	Moorgate Road gate Onto playground and enter through: Y3 KS1 playground door Y3/4 KS2 playground door Y4 late door	Moorgate Road gate. Onto playground out through late door. Classes are signposted for collections Leave through Moorgate Road
Upper KS2 (Years 5 & 6)	8.40am-8.50am	3.00pm-3.10pm	Moorgate Road gate Onto playground Y5 & Y 5/6 enter through late door Y6 enter through classroom door	Moorgate Road gate. Onto playground Classes are signposted for collections Leave through Moorgate Road
Siblings & Childminders	9.05am	3.20pm-3.30pm	Gate next to Bright Futures. Up to office and directed by staff.	Reception Gate next to Bright Futures. Onto playground (signposted one way system in place) Collect children from playground and exit through Reception play area back towards Reception Gate next to Bright Futures

Please note collection points for Years 3, 3/4 and Year 4 will be slightly different to support the new sibling collection point. Staff will be there to signpost where to go, children will be collected near the late door rather than the playground.

Reception afternoon group will finish slightly earlier between 3:00pm and 3.10pm to align with the KS1 children collection as they are in the same bubble. Once children begin their full time sessions on Monday 21st they will also start slightly earlier at 8.40-8.50am. Collection points have not changed for Reception.

Please walk to school where possible as parking is very limited and please do not park on the Zig Zag area. We have contacted Tameside to request support from the transport department to help ensure this is adhered to but we need your help.

Thank you all for understanding of change of plan as we continue to improve the system to enable as smooth a start and end to school as possible.

Yours sincerely,

A handwritten signature in black ink that reads "DBrown". The signature is written in a cursive style with a small dot at the end.

Mrs Brown
Headteacher.