



Edenfield C E Primary School

Thursday 16th September

Dear Parents and Carers,

Thank you for your support and cooperation with the staggered arrivals and collections, and with all the new procedures, during the first two weeks of school. Overall, the school day is running very smoothly and the children are responding brilliantly to all the new rules and routines.

As with any new systems, we have reflected on what is working well and what we can improve, and it is clear we can now improve the staggered starts, and collections, to avoid too much waiting and congestion for parents and carers. We appreciate all the different times can be confusing (I still need my list!) however, it is worth making small changes to make life easier for everyone. Therefore, please see the table below for the new times and points.

	Arrival Time and Entrance Point	Collection Time and Departure Point
Class Reception	8.50am EYFS gate via the main steps	3.00pm EYFS gate via the main steps
Class 1	9am EYFS gate via the main steps	3.15pm EYFS gate via the main steps
Class 2	8.45am via East Street gate*	3.00pm via East Street*
Class 3	9.10am main office entrance via the main steps	3.25pm main office entrance via main steps, depart through East Street
Class 4	9.05am via the front door (Y6 entrance) and school hall one way system	3.20 via the front door (Y6 entrance) and after Y6 have all been dismissed
Class 5	9.00am via East Street gate*	3.15pm via east Street*
Class 6	8.45am via front door	3.10pm via front door

The above system will be operational week commencing Monday 21st September.

All that we ask is that you do adhere to the times above and **avoid queuing on the path before your allocated slot.** We have already received complaints about large numbers gathering outside school and we are trying our best to keep this to a minimum. Our premises and the limited access points do make it difficult to arrange one-way systems and we appreciate your cooperation.

If you have to collect siblings, which will lead to long periods of waiting, please notify the school and we will make arrangements for your children to be collected together.

Class R and Class 1

Please do not queue on the path outside the gates **until your arrival time.** This will save long periods of waiting for parents and avoid congestion on the pavement. If you are waiting, please leave a distance of at least one metre between each parent and carer. Only one parent should wait with their child, even on the pavement.

Please approach the EYFS gate along the path and depart promptly along the grassed area to avoid face-to-face meetings with other parents and children.

***Class 2- Additional Information**

Miss Greenhalgh or Mrs Davis will collect the children at the East Street gate in the morning and supervise them walking to the external classroom door.

At collection time, the whole class will be brought up to the East Street Yard and the children will be released to parents and carers who should wait outside the gate entrance at socially distanced points, at least one metre apart. At 3.15pm prompt, any Class 2 children who have not been collected, will return to class so that Class 5 can leave via the East Street Yard. Late arrivals will need to report to the school office.

***Class 3 - Additional Information**

Class 3 parents will no longer be allowed to walk onto the premises at arrival times, please drop your child at the bottom of the steps where a member of staff (usually Mrs Garner or Mrs Rhodes) will ensure they walk round safely to Mr Cartridge. This is to avoid congestion in the narrow walkway and support a more effective one-way system – thank you for your cooperation. A one way system will be operational for Class 3 at collection times, ensuring there is no cross over with other year groups.

***Class 5 Additional Information**

Please collect your child promptly so that the yard is clear for Class 3 to leave at 3.25pm. At 3.25pm, Class 5 pupils who have not been collected will return to class to make way for Class 3 who will now leave via East Street yard to avoid congestion at the front of school. Late arrivals should report to the school office.

Parking Notice

We have received a number of complaints from parents about inconsiderate and sometimes dangerous parking. This is especially worrying with so many children arriving at school and waiting to be admitted from the pavement. Parents **should not park** on yellow lines, or in such a way to obstruct junctions. This puts children's safety at risk. **Please park safely, well away from the school entrance and preferably not on Church Lane.** This situation has been reported and is being monitored by the Community Police Service.

Thank you, as always, for your support in ensuring the reopening of school continues to run smoothly so that we can avoid possible partial closures and deliver the education your children deserve.

Yours faithfully,

C. L. Garner
Headteacher