



Thursday 10th September 2020

Dear Parents and Carers,

Re: Early Years Foundation Stage (EYFS) Pupils starting school

We are excited to be welcoming most of our Early Years pupils to school next week including Time for Twos, Full and Part Time Nursery and of course our new Reception classes. We have made some changes to our normal arrangements for drop off and collection in light of the current Covid situation.

Below are the arrangements that we need all parents of pre-school and Reception pupils to follow carefully.

<u>Class/Group</u>	<u>Start time and entry location</u>	<u>Finish time and exit location</u>
RH Mr Hayfield	8.45am Enter through EYFS gate on Exeter road and line up where directed by staff. Pupils will be collected by Mr Hayfield and enter through the side entrance directly into Mr Hayfield's classroom. Parents should exit through the same gate you came through.	3.00pm Parents to collect in the same location as drop off and leave via the same gate
RP Miss Pritchard	8.45am Enter through the KS2 playground gate and line up by the basketball post in the big playground. Children will be collected by Miss Pritchard and taken into class.	3.00pm KS2 playground door
Please observe social distancing of at least 1m (preferably 2m) from other families whilst entering, waiting and leaving our site.		
Part Time Nursery <u>Morning</u> Session	9.00am Enter through EYFS gate on Exeter Road and line up where directed by staff. Staff will come to collect children and take them into class.	11.45am Collect from the same location as drop off. Pupils will be brought out to parents.
Part Time Nursery <u>Afternoon</u> Session	12.30pm Enter through EYFS gate on Exeter Road and line up where directed by staff. Staff will come to collect children and take them into class.	3.15pm Collect from the same location as drop off. Pupils will be brought out to parents.
Please note that until further notice, unfortunately all Nursery sessions are 15 minutes shorter than usual due to amended start and finish times due to Covid 19 arrangements.		

<p>Full Time Nursery (30 hours)</p>	<p style="text-align: center;">9.00am</p> <p>Please enter through EYFS gate on Exeter Road and move around to the rear entrance of the Nethertots building. Staff will come to meet you and take children into class. 30h Nursery children will enter their class through the right hand side outdoor classroom entrance.</p> <p>Exit for parents is down the alley at the side of Nethertots and out through the front gates into Exeter Road</p> <p style="text-align: center;">Please note this is a <u>ONE WAY SYSTEM</u></p>	<p style="text-align: center;">3.00pm</p> <p>Parents to collect from the same location as in the morning and leave school via the alley at the side of Nethertots and out through the gates into Exeter Road.</p> <p style="text-align: center;">Please note this is a <u>ONE WAY SYSTEM</u></p>
<p>Time for Twos <u>Morning</u> Session</p>	<p style="text-align: center;">8.45am</p> <p>Enter through EYFS gate on Exeter Road and move around to the rear entrance of the Nethertots building. Staff will come to meet you and take children into class. Tft Nursery children will enter their classroom through the left hand side outdoor classroom entrance.</p> <p>Parents should exit down the alley at the side of Nethertots</p>	<p style="text-align: center;">11.30am</p> <p>Parents to collect from the main front entrance of Nethertots.</p> <p>Pupils will be dismissed one by one to parents and families should exit down the alley at the side of Nethertots</p>
<p>Time for Twos <u>Afternoon</u> Session</p>	<p style="text-align: center;">12.30pm</p> <p>Enter through EYFS gate on Exeter Road and move around to the rear entrance of the Nethertots building. Staff will come to meet you and take children into class. Tft Nursery children will enter their classroom through the left hand side outdoor classroom entrance.</p> <p>Parents should exit down the alley at the side of Nethertots</p>	<p style="text-align: center;">3.15pm</p> <p>Parents to collect from the main front entrance of Nethertots.</p> <p>Pupils will be dismissed one by one to parents and families should exit down the alley at the side of Nethertots</p>
<p style="text-align: center;">Please note that until further notice, unfortunately all Tft sessions are 15 minutes shorter than usual due to amended start and finish times due to Covid 19 arrangements.</p>		

Our staff will ensure that pupils are safeguarded at all times and children will only be released to a known adult or to an adult who knows the password for your child **AND** you have notified us of who is collecting your child. We apologise for any inconvenience this may cause but this is for the children's safety.

Please follow any signs and instructions at all times and please make sure that one way systems are strictly adhered to.

Only one parent should drop off and collect pupils to reduce congestion on and around the site and please stick carefully to your designated start times. Please do not arrive at school earlier than needed.

Some children may be a little upset when they first come to school – this is normal. Please rest assured that staff will do their utmost to ensure that all children are happy and content as soon as possible. They are usually fine within just a few minutes. Sadly, you cannot accompany them into class this year.

Each class and group is considered to be a 'bubble' and will be kept completely separate from other groups wherever practically possible. All equipment will be cleaned on a daily basis and before another class bubble group uses them. Most classes will have their own resources which will be kept separate from other bubbles. Rotas have been created to make sure pupils have regular but separate access to all EYFS areas during the day.

At the moment no parents are allowed in the school buildings. This is in line with our Covid19 risk assessment (see our school website). If you need to speak to a member of staff at length, please ask their teacher or key worker to ring you back at the end of the school day or contact us by email. This is for everyone's safety. Please use the pupil's planners or year group emails for non-urgent messages.

If you have any questions about any of our arrangements, please contact the school and we will be happy to discuss them. We apologise for any inconvenience our arrangements may cause but we must make sure that all pupils, parents and staff are kept as safe as possible at all times.

Thank you in advance for your support and patience.

Kind regards

P Rawlings

Head Teacher