

1<sup>st</sup> September 2020

Dear Parents and Carers

I am writing with further information about the start and end times of the day, to limit contact as much as possible with less people entering and leaving our site at the same time. Please maintain social distancing protocols of 2m apart between families.

**Entrances and exits:**

**Nursery** – Gate next to the Whitcliffe Grove entrance. There will be a one-way system to the door and then around the back of the outdoor area. There will be staff to direct on day 1.

**Reception** – There will be a one-way system from the door nearest to the Buddies area/courtyard. If you have a child in Nursery and Reception, we would advise dropping at Reception first and then making your way round to Nursery.

**Years 1 and 2** – The Key Stage One entrance is from the playground opposite the Lead Lane gate. The children will need to line up on the playground and enter in 3 stages, those arriving for 8.30am, then 8.45am and finally 9.00am.

**Years 3 and 4** – The entrance for Years 3 and 4 is from the playground opposite the main Reception. The children will need to line up on the playground and enter in 3 stages, those arriving for 8.30am, then 8.45am and finally 9.00am.

**Years 5 and 6** – The children will enter through their classroom fire doors. Please do not congregate in this area. **Where possible**, we would appreciate it if parents of children in Years 5 and 6 can see children through the gate and their classroom doors from the grass area to the left of the Lead Lane gate entrance. There will be a member of staff there to greet them.

Children who attend Buddies will be delivered to their classrooms at 8.45am.

We aim to keep playgrounds as clear as possible, so once you have safely delivered your children, we would appreciate it if you contacted us by phone or email with any messages or concerns.

Your start and end time should be in an email to you with this letter and it will also be texted (please note that your allocated times are for all your children if you have more than one child attending Moorside). Please arrive on time, but not before your allocated slot, to keep the number of people on site to a minimum.

The staggered start and end times also allow us to ensure that children have adequate space and time to wash their hands and to settle into their morning tasks in a calm environment.

We really do look forward to welcoming everyone on Tuesday 8<sup>th</sup> and hope you enjoy the remainder of the school holidays before getting back into a routine.

Best wishes,

**Mrs Rowett and the Moorside Team!**