

15<sup>th</sup> September 2022

Dear Parents and Carers,

We would like to clarify the plans for dropping Reception pupils off at school in the mornings.

### **Morning Drop off for Reception**

From next week, starting on Tuesday the 20<sup>th</sup> September (due to the bank holiday Monday), Reception children will need to be dropped off at the front gate and not the classroom doors. We have put steps in place to ensure the transition is as smooth as possible.

The main gates usually open at 8:45am but for the first day few days we will open them slightly earlier for Reception pupils. This is how it will work:

- Teachers will be at the gate to collect the children to walk round with them to the classroom.
- Your child's teacher will walk back and forth between the classroom and the front gate between 8:45 and 8:55.
- If you arrive and do not see your class teacher, your child can either walk with another class teacher or wait for your teacher to arrive.

From Monday 26<sup>th</sup> September the gates will open at the usual time (8:45am) for Reception children, which is the same time as the rest of the school. Reception teachers will be at the gate collecting children as they had done the week before. During this time, we are developing independence and encouraging children to walk to the classroom on their own (there will be staff stationed at the corner, in the playground and at your child's door to ensure they find their way to the classroom). If your child is not ready to walk round on their own, there will be staff available to support.

This week, all Reception parents can continue to drop off their child outside the rear entrance at the door.

### **Library Mornings**

This week the Foxes class had their first Parent Library session. Although the children enjoyed reading a story with their parents, we recognise that they found it a little difficult as we have not yet secured their morning drop off routine yet.

We apologise for this. Last year, due to Covid restrictions in the Autumn term we didn't start the library mornings until Autumn 2, and this worked well with our Reception pupils. We have made the decision to postpone the parent library mornings until after the October half term and the dates will be amended in the newsletter to reflect this.

Kind regards,



Mrs Kee

Headteacher