



Telford Infant School

Headteacher: Mrs S.A. Oustayiannis

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3rd March 2021

Dear Parents and Carers,

ARRANGEMENTS FOR DROP OFF AND COLLECTION AND WELCOME BACK

Further to the letter we sent to parents on 25th March we are writing to confirm arrangements for drop and collection when school fully reopens on 8th March. We would also like to take this opportunity to welcome you back.

DROP OFF AND COLLECTION

Firstly, thank you to the 170 parents and carers who completed the consultation on the collection of children under the current COVID-19 restrictions. Your responses to the options offered and the many comments received have been extremely helpful. There are various alternatives that we believe that we can safely offer families at drop off and collection time under the current guidance and with 70% of respondents favouring a 'fluid' approach this is the alternative that has been decided upon.

Please note that this will be a trial. The school will monitor and support these new arrangements and review them after 3 weeks. Should changes need to be made these will be communicated to parents before we break up for the Easter holiday with a refined system introduced or the previous system being reinstated from the start of the Summer term.

From Monday 8th March arrangements for drop off and collection will be as follows:

Morning Drop off:

Morning drop off for all children at Telford Infants will be between 8.45am and 9.05am, with teaching starting promptly at 9.05am.

To avoid queuing outside the school site please do not arrive until a couple of minutes before 8.45pm when the pedestrian gate will be unlocked.

If you arrive at the pedestrian gate after 9.05am you will need to press the buzzer to be let in and walk your child to the main school entrance using the pedestrian walkway. Your child will be met at the door and you will be asked to sign them in – there is a small table for this purpose just outside the main entrance. This will incur a late mark. Please exit the site using this walkway too as the One way system will not be in operation outside the main drop off and collection hours.

Afternoon Collection:

Afternoon collection for all children at Telford Infants will be between 3pm and 3.20pm. Class teachers will put signs up showing parents and carers where to wait if necessary.

To avoid queuing outside the school site please do not arrive before 2 minutes to 3pm when the gate will be unlocked.

If you are unavoidably late collecting your child they will be kept in their classroom for a short while by their teacher. By 3.30pm they will be brought to the main school office for collection.

Important Points to note:

- 1) The One way system will remain in operation at Drop Off and Collection times. Parents must walk around the perimeter of the site (follow the purple arrows). We are working with the Junior School to minimise congestion around the Year 3 and 4 Playground gate from which Infant School parents exit the school site.
- 2) Parents will need to help make these arrangements swift and safe and continue to mitigate risk of infection by:
 - Being considerate of each other and social distancing (2 metres)
 - Adhering to the One way system and walking around the perimeter of the site at drop off and collection times
 - Wearing face coverings at all times (unless you have are exempt from doing so) when on the school site and around the outskirts of the school
 - Dropping children swiftly at their classroom door
 - Leaving the school site immediately after drop off and collection
 - Making eye contact with teachers when their child is being dismissed at the end of the day – please say your child’s name if possible, it can be very hard for us to recognise you with a face covering on
 - Keeping the area around the school gates clear
 - Arranging for **one** adult only to accompany their child(ren) – this adult may vary from day to day
 - Keeping children and siblings by your side at all times
 - Avoiding conversations at the classroom doors with staff which could result in other families having to wait to drop off/collect their child - please email or phone the school office with any messages or queries.
- 3) Full teaching time will be provided. However, in order to allow for this lunchtimes will continue to be shorter than normal and assembly arrangements will be temporarily changed. Once it is safe to do so we shall return to the normal (pre COVID-19) start and end timings which are:
Drop off: Between 8.45am and 8.55am
Collection: 3.20pm
- 4) Mrs Berry, SMILES Club Manager, has informed parents of children attending SMILES club of arrangements for drop off and collection at the club.

WELCOME BACK

We are very excited to be in a position to fully reopen school for all children next week and can't wait for the classrooms, playgrounds, field and of course the Wishing Wood to be full of laughter, learning and fun once again.

Whether your child has been learning at home or in school there is no doubt that there will be mixed emotions and concerns about March 8th and what will happen in the days and weeks after that. There has been a huge amount in the media about 'catching up', 'recovery', 'missing out', 'gaps', 'lost learning', 'falling behind' due to remote learning and of course school has inevitably been a very different experience for those children who have been attending so far this term. We know that many of the phrases being used may be concerning.

We want you to know that at Telford Infants our intention isto build upon all the positives that have taken place during this latest lockdown – you have done an amazing job under circumstances we could never have imagined and there will be so much for the children to share with us and to celebrate. Progress and achievement around the learning that has been set by the teachers is hugely important but we can't wait to hear about how the children sang, baked, danced, told jokes, read books, made snowmen, played in the sunshine, made dens under the stairs, picked daffodils, stuck valentine hearts onto your windows, put funny filters on when Zooming grandpa, looked after their pets, junk modelled, argued and made up with siblings, tidied their bedrooms (!), cried then laughed and so much more.

The Telford Infant team are ready and waiting to do what we are best at – that is ensuring that each and every child feels safe, confident and happy; identifying and building on what they can do; caring for them and celebrating their successes. Please trust us to get the very best that we can for your child over the coming weeks. We have missed them more than you will ever know and we simply can't wait to have them all back!

Yours sincerely,



Mrs Siân Oustayiannis
Headteacher



Mrs Sarah Boad
Chair of Governors
(Email: Boad.S1@welearn365.com)

