



Telford Infant School

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8th September 2020

Dear Parents and Carers,

FURTHER UPDATE: START AND END OF SCHOOL DAY

Further to my letter dated 4th September regarding the start and end of the school day I am writing to:

- 1) Provide information for parents who have children at both Telford Infant and Junior schools.
- 2) Provide information about a slight change in collection time for **all families**.
- 3) Advise parents of new Reception children the times they are to be dropped off and collected from school.

1) Parents who also have child(ren) at Telford Junior School who are being dropped off and collected at an earlier time slot than their child(ren) at Infants

Morning Drop off:

Mr Siviter has kindly offered to allow the parents that this affects to wait on the Junior Year 3 and 4 playground until it is time for the Infant child's time slot. This will reduce the number of parents waiting on the Infant site where there is significantly less room.

Alternatively, where parents are struggling to wait between their children's school times Mr Siviter has recommended that parents email their Junior school child's class teacher who will do their best to come to an arrangement.

Afternoon collection:

If you have a child who is being collected at an earlier time from Telford Juniors than their younger sibling at Telford Infants please email your Junior child's teacher to arrange a later pick up.

To ease this further the afternoon Infant collection times will be moved 5 minutes earlier, in line with the Junior school timings – see below.

Mr Siviter and I hope that these adaptations will keep the number of parents on the joint school site to a minimum and support parents during these times of the school day.

2) Information for all families

So based on the above, from **Thursday 10th September collection times for all families will be as follows.**

CLASS	COLLECTION TIME
Sunshine Indigo	3.00pm-3.10pm
Primrose Sapphire	3.10pm-3.20pm
Amber Turquoise	3.20pm-3.30pm

There are no changes to drop off times.

3) Reception

We are now in a position to share the arrangements for drop off and pick up with our new Reception families. This will start from Monday 14th September when the children attend full time.

CLASS	DROP OFF TIME	COLLECTION TIME
Crimson Sunshine Indigo	8.45am-8.55am	3.00pm-3.10pm
Cherry Primrose Sapphire	8.55am-9.05am	3.10pm-3.20pm
Magenta Amber Turquoise	9.05am-9.15am	3.20pm-3.30pm

The children will enter and exit school at the same doors that they have during their part time attendance this week. Parents will need to use the one way system in line with the rest of the school – entering through the main pedestrian walkway, walking around the back of the school and exiting through the Junior School Year 3 and 4 gates. Please follow the purple arrows laid out on the floor and there will be staff on hand to provide any assistance.

Finally...

Arrangements for registered childminders and wrap around care clubs have not changed.

If you are collecting a friend's child from school please let the class teachers know in the usual way. Teachers have a huge amount to manage at the end of the day and unfortunately cannot accommodate individual requests for early/late collection for playdates etc.

We need to limit the number of people on the school site at one time so we ask that only one adult drops off and collects please – this adult may change on a daily basis. We of course understand that many of you will have your other children with you.

If your child has a scooter or bike please ensure that they do not ride it on the school site – there have already been a couple of very nasty near misses this term.

These arrangements are on a temporary whilst government restrictions due to COVID-19 are in place. As soon as we are able to do so we shall revert to the normal school timings for all children. Thank you for your ongoing support – I hope that this is the last update on drop off and collection for some time now!

Yours sincerely,

SA Oustayiannis

Mrs Siân Oustayiannis
Headteacher

