



Wednesday 9th September 2020

Dear Parent/Carers,

IMPORTANT INFORMATION ABOUT SCHOOL GATES

This letter is sent to you all but I am very aware that the vast majority of you are supporting our safety measures, are very patient and understanding of the need for staggered entry at the moment.

Unfortunately, a small number of parents are not complying with government guidelines and spoiling it for others. Some parents have even allegedly barged into other adults waiting appropriately at the gates. This obviously is not acceptable despite any inconvenience created by our entry systems.

These are unprecedented times and we all need to support each other and comply with the measures in place to stop the spread of COVID-19.

I have protected your children within the school but can only advise and guide you when you are outside of the school gates. I can also remind you of our measures. It is then up to you to be responsible and take the measures to protect yourself, your child and your community.

I attach a diagram to clearly show you where you should line up for dropping and collecting your child with another reminder of gates and times.

I am aware that some families have multiple gates but have reassured you that a member of staff will remain to collect your child until full gate closure time. It is not possible to receive groups of siblings or cousins at the same gate, as we do not have the staff capacity to receive and deliver them to multiple classes. It does mean an additional walk for some but please remember that these are temporary measures and we all want to get back to normal as soon as possible.

I have asked the Police Community Support Officers to support us tonight and two officers will be in attendance at the gates this afternoon. This should reassure parents who have reported other parents for consistently ignoring government guidelines.

I will also ask their advice on the use of the alleyway near Manor Farm Lane e.g. whether it can be closed or designated a one-way route but I am sure these measures will not be within the powers of the school.

Reminders and Advice for the Safe Dropping and Collection of your Children:

- Please be on time for your drop-off time (for oldest child if dropping siblings)
- Please be on time for your collection time (for youngest child if collecting siblings)
- Please ensure that ONLY ONE ADULT arrives at gates
- **It is recommended that this adult wears a face covering while dropping off and collecting**
- Please wait SOCIALLY DISTANCED (minimum of 1m) from other adults and families (follow the signs and guidance)

- Please wait in a **single file line** either side of the gates or pathways as indicated on the plan
- Please do not use the alleyway at Manor Farm Lane to queue but please use the pavements either side of the gates as indicated on the plan.
- I advise against the use of Manor Farm Lane itself around to Glapton Lane as a route and to avoid the alleyway altogether
- If using the alleyway keep to the sides and as far away from other families as possible
- Please leave immediately – teachers can only deal with very quick queries, or information passing as they also need to protect themselves from transmission of the virus
- If you wish to talk to your friends you should do this well away from the school site, still adhering to social distance rules and not blocking pathways for members of the public
- Walk, cycle or scoot to school where possible
- Please do not park up on pavements, thereby reducing space or blocking residents driveways
- Please do not congregate in groups after drop off
- Please do not take any frustration out on members of staff who are working hard to protect your child/ren

Please once again know that we hugely appreciate your efforts and acknowledge that the vast majority of you are following our systems, guidance and more importantly government guidelines.

If you have a disability or validated medical need please contact me in confidence in case you are eligible for adapted measures.

Yours sincerely,



Mrs. C Hurst BA (Hons) PGCE NPQH NLE
Headteacher