

Drop Off and Pick Up Procedures

These procedures will come into play as each cohort of students return to school.

18th October Kindergarten and Year 1

25th October all students

Drop Off

Students can be dropped off at either the front gate on St Andrews Drive or at the back gate situated on Garswood Road between 8:40 and 9:10 each day. They will need to line up along the fence at the appropriate social distance. Students in support classes will access the school grounds through the support driveway.

There will be a staff member there to greet students, usher them through the school gates and sanitise their hands as they enter the school grounds. The students will then go to their designated area to minimise the risk of cohorts mixing.

Pick Up

The afternoons will be different to the morning drop off as we are required to stagger the exit of students in cohorts (Years).

As we did in 2020 students will be let out in house groups. Exit points, exit times and Cohorts are as follows.

Students will assemble at two marshalling points when their houses are called depending on what gate the house group will exit from. They will line up in their year groups and will be let out starting from Year 6. That way older siblings will be waiting outside the gates for their younger siblings as they exit.

2:40pm **Thorpe-Front Gate**

Rafter-Back Gate

3:10pm **Sauvage-Front Gate**

Freeman-Back Gate

Parents and carers are not permitted to enter the school grounds at any time.

If your child/children are late to school or need to leave early please call the office on 47379571 and we will meet you at the front gate.

We ask you to please support us and be patient as we are following DoE policy to ensure that everyone is safe.

Mrs K A Browne

Principal