

Thursday 17th September 2020

Dear Reception Families,

**Re: Reception Drop Off & Collection**

Firstly, I'd like to thank you for sending us your amazing children! What a great start to their school year. They are a fantastic group and have settled so quickly. It is a privilege to be spending time in their classrooms and to share their learning with them. I hope that they have been telling you all about the exciting things they have been doing in class with their teachers and peers.

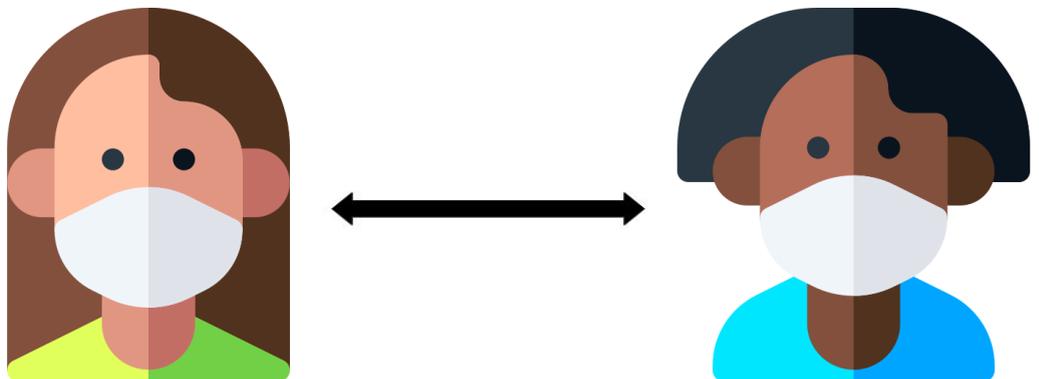
I would also like to thank you for making the start and end of the school day so smooth. Your patience and support is greatly appreciated, I understand that it can be a very emotional experience.

I realise that for some of you, the waiting time between different drop off times may be inconvenient. It is with this in mind that I am writing to you to inform you that the drop off and collection times for your child in Reception is changing. From **Monday 21st September**, Reception pupils should arrive at **9.00am** and should be collected at **3.10pm**. Please do not arrive at the school excessively early as we are determined to reduce congestion on the street. I also ask that you do not drive on Woodberry Grove. We ask that you drop the children at the gate we are currently using and that you form a safely distanced line at both ends of the school day. Please note that Year 1 and Year 2 also enter school through this gate and that their parents also queue. A member of staff will be on hand to offer support at these times should you need it.

In the meantime, if you have any questions, please do contact the school.

Kind regards,

Derek Hewie  
Headteacher



**Adults, please remember to wear a face mask when attending the school to drop off or collect your child.**  
**Maintain a safe distance between you and others.**