



ST STEPHENS COMMUNITY ACADEMY
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Head Teacher: Maura Furber

**'Embracing Learning.
Inspiring Ambition.
Celebrating Individuality'**

20.07.2020

Dear Parents/Carers

I hope the following information will help you to understand the 'management of classes' for the Autumn Term (Start date is September 7th 2020.) We greatly appreciate that many of you have more than one child at the school and having different start and finish times may be a bit problematic initially- we will of course hold onto your children in class until you get there. The reason for this is so we can treat each class as its own 'secure bubble' when in school. Staggered times also means less adults on the school site at the same time. Unfortunately, our school entrances/exits are rather narrow so we have to be as creative as possible to maintain social distancing guidelines, hence we are using three areas of the school to enter/exit through rather than everyone through the main gate as is our normal practice. This has worked well during our opening to key year groups this term so we are going to use the following arrangements unless they prove unworkable or if the Government guidelines change.

- **Pre-school pupils** please enter the pre-school building via the Pre-school classroom door @ 9.00 a.m. Parents pick up from there @ 2.55 p.m.
- **Year Foundation pupils** please enter the building via the door by the kitchen, near the main office @9.15 a.m. Parents pick up from there @3.30p.m. Parents to remain socially distanced on the pathway leading up to school behind the railings and exit via the staff car park please.
- **Year One pupils** will be dropped at the main gate in the KS1 playground and will enter the building via the Year 1 classroom door @ 9.00 a.m. Parents pick up from the Y1 classroom @ 3.15 p.m. Parents to remain at the bottom of slope please to avoid congestion and your child will be sent to you.
- **Year Two pupils** will be dropped at the main gate in the KS1 playground and will enter the building via the Year 2 classroom door @ 8.45 a.m. Parents pick up from Y2 classroom @ 3.00 p.m. Parents to remain at the bottom of slope please to avoid congestion and your child will be sent to you.
- **Year Three pupils** please enter the building via the side gate next to the Main Reception @ 9.00 a.m. Parents pick up from there @ 3.30 p.m.
- **Year Four pupils** will be dropped at the main gate in the KS1 playground and enter the building via the Year 4 classroom door @ 9.00 a.m. Parents pick up from the classroom @3.30 p.m. Parents to remain in the KS2 playground opposite classroom door.
- **Year Five pupils** will be dropped at the main gate in the KS1 playground and enter the building via the Year 5 classroom door @ 8.45 a.m. up the steps from the KS2 playground. Parents pick up from the classroom @3.15 p.m. Parents to remain in the KS2 playground opposite classroom door by steps. If you consent to your child walking home independently you MUST inform the office
- **Year Six pupils** please enter the building via the side gate next to the Main Reception @8.45 a.m. Parents pick up from there @ 3. 15p.m. If you consent to your child walking home independently you MUST inform the office



- **Class 7/Area resource Base pupils** please enter the building via the ARB side door as normal @8.45 a.m. Parents /taxi pick up from there @ 3.00 p.m.

A note on uniform requirements:

In September children will be expected to wear school uniform but as we will be doing a lot of outside learning, we don't require your child to have formal school shoes. They will need trainers (any colour is fine), a pair of wellingtons and a waterproof coat. For PE we strongly recommend a pair of black or grey jogging bottoms and a black or grey sweatshirt. PE plimsolls **will not be suitable** as they do not support the feet properly and often fall off children's feet when running.

Please may I ask you to ensure you adhere to these times and follow the social distancing guidelines at all times. Your family's safety is of paramount importance to us as is my duty of care to the staff. Thanks for your co-operation and support as always

Kind regards

Maura Furber

Head Teacher

