

Nursery - Changes to Nursery Drop-Off and Collections from Monday 25th September

Dear Parents and Carers,

As a result of feedback from staff and parents/carers, and for the safety and wellbeing of your children, we have decided to make some minor changes to how you drop off and collect your children from Nursery.

Drop-off

The pedestrian gate will now open from 8.25am. At this time, please walk your child through the open Nursery gate and around to the side of the building where our cloakroom is located. Please line up with your child and ensure that they do not venture off into the garden and play on any of the equipment. Your child's scooter/bike can still be left in the shed next to the pedestrian gate.

When the teacher opens the door at 8.30am, they will allow children into the cloakroom one at a time to other members of staff who will be waiting to help. No parents/carers will be allowed into the cloakroom.

If you need to give the teacher a message, please do so at this point. However, if it is a long message and/or discussion, we ask that you either let the office know or you make an appointment to see the teacher at another point. This is to ensure that children enter quickly and calmly, and so that other parents/carers can leave.

The Nursery gate will be padlocked at 8.40am and any late Nursery children must go to the school office. They will not be allowed to enter through Reception class.

11.30am Collection – am children only

Just before 11.30am, a member of staff will open both the pedestrian gate and Nursery gate. Please follow them back to the main classroom door (under the shelter) and collect your child from here. Both the Nursery gate and pedestrian gate will be closed at 11.35am. If you are late for collecting your child, you will need to go to the school office.

3.30pm collection

After Reception class have been dismissed at 3.10pm, the pedestrian gate will be left open. If you have a child in both Reception and Nursery, you can wait on school grounds. Just before 3.30pm, a member of staff will open the Nursery gate. Please follow them back to the main classroom door (under the shelter) and collect your child from here. Both the Nursery gate and pedestrian gate will be closed at 3.40pm. If you are late for collecting your child, you will need to go to the school office.

We ask that when collecting and dropping-off your children, that you fully supervise them and any siblings. No children should be playing with or on equipment.

We appreciate that some of this will be new to both you and your child but we will have members of staff around to guide you to where you need to be.

Thank you for your support in this matter.

Should you have any questions, please do not hesitate to contact Mrs P. Blow or the school office.

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