



**Mrs S Pennington: Head Teacher**  
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5<sup>th</sup> May 2020

Parents of Key Worker/Vulnerable Groups

Dear Parents

I am writing to let you know of a few changes to the way key worker vulnerable children groups will run as the school begins a 'phased reopening' to other identified priority groups.

Due to the increasing numbers of key worker children, it is now necessary to stagger the drop off and pick-up times in order to avoid crowding/long waits for pupils and parents at the entrance.

The children will enter and leave through the main entrance as usual; however, children will now be put into permanent groups 'bubbles' and pick-up and drop-off times will be staggered.

The key worker groups are limited to 10 pupils as dictated by the risk assessment. Siblings will be in the same groups. Groups are named after colours. Your child will be told which group they are in today and they will be in them from **Monday 8<sup>th</sup> June**. New drop off and pick up times also start on **Monday 8<sup>th</sup> June**. Bubbles will have their permanent teachers from **Friday 12<sup>th</sup> June**.

The times are as follows:

Group	Teachers	Classroom	Drop off time	Pick -up time
Yellow	Miss Sutton Miss Galvin	3NS	8.30am	3.15pm
Blue	Mrs Wilde Mr Ellis	5EF	8.30am	3.15pm
Red	Miss Fox Mrs Macintosh	4RY	8.30am	3.15pm
Purple	Miss Gretton Mr Keley	4LG	8.45am	3.30pm
Green	Miss O'Brien Miss Shaw	3MB	8.45am	3.30pm

Please maintain social distancing when arriving/leaving. The yellow spacers on the path running up to the office should help with this. Drop your child and continue round the one-way system that goes towards the bungalow car park and back onto the road. This will enable you to avoid getting too close to others. If you have enquiries please email/phone the office. There is little room to social distance if you enter the foyer and we will not be able to get children past you to go to their class.

Children will register and select their lunch in their classroom so you will not need to register them at the main office or let us know about their choice of sandwich.

Children will enter the building as quickly as possible at dropping off and collection time. They will use hand sanitiser in the foyer or go straight to the classroom/toilets to wash hands at the sinks without touching surfaces first.

I regret that we are unable to provide wrap around care at this time due to limited capacity.

Yours faithfully  
 Mrs Pennington

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