

## **Updated Pick Up and Drop Off Guidance for Parents (from 2<sup>nd</sup> September 2021)**

### **IMPORTANT GENERAL PRINCIPLES TO REMEMBER**

- A short stagger for entry and exit will remain in place to ease parking congestion around the village.
- Wherever possible, we would recommend one adult dropping off or picking up their child/children to keep the number of adults on site to a minimum and reduce congestion.
- There will continue to be a one way system in place which takes parents from a single entry point on Church Lane to a single exit point on Colethorpe Lane.
- Families are to leave the school premises immediately after drop off and pick up. Please do not enter the school building.
- At pick up times, please keep moving quickly through the school site to reduce congestion and bottlenecks on the playground.
- Please do feel free to wear a face covering if you would feel more comfortable doing so when on the school site.
- Parents will continue to be called onto the school site from the grass verge opposite the school. Please avoid arriving early to minimise gathering.

### **Our System for 2021/22**

- Years 1-6 to use the main pedestrian entrance past the UKS2 classroom block. Parents and carers will then follow the existing route out of the site, exiting via the double gates onto Colethorpe Lane.
- Children in Years 5 & 6 to enter classrooms from pathway. Years 2, 3 and 4 will be dropped off with school staff on the main playground. Year 1 children will be able to peel off and enter their classroom via the door from the courtyard.
- Reception parents will use the gate into the Reception outdoor area at the side of the main building to drop off and collect at the classroom door. Continue to follow the one way system to exit onto Colethorpe Lane.
- Children will be collected from these same points at the end of the day as per the attached slightly staggered timings. Families will exit together via the double gates onto Colethorpe Lane.

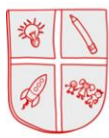
### **Information for Families with Siblings**

#### **Drop off:**

- **Parents with more than one child attending school are to drop off ALL children as per the eldest child's year group entry time.**
- **For families with Reception age children, please drop your older children first via the blue route (at the eldest child's allocated time). Exit the school site and take your Reception child to their classroom at the allocated time via the green route.**

#### **Pick up :**

- **Parents with more than one child will collect ALL children as per the youngest child's year group exit time.**



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	Point of Drop off & pick up	Point of Entry to building	Time In	Time Out
<b>Reception</b>	Reception Playground gate	Reception Class door	8.45-9.15am (initial timings) Families with older siblings to drop other children off <b>first</b> as per their entry time	3.00pm Families with older siblings to pick up other children <b>after</b> Reception child
<b>Year 1</b>	Courtyard door via main pedestrian entrance	Courtyard door to classroom	8.45 – 8.55am	3.05pm
<b>Year 2</b>	Main playground via main pedestrian entrance	Playground doors	8.45 – 8.55am	3.05pm
<b>Year 3</b>	Main playground via main pedestrian entrance	Playground doors	8.40 – 8.50am	3.10pm
<b>Year 4</b>	Main playground via main pedestrian entrance	Playground doors	8.40 - 8.50am	3.10pm
<b>Year 5</b>	UKS2 teaching block via main pedestrian entrance	UKS2 building door	8.40 - 8.50am	3.10pm
<b>Year 6</b>	UKS2 teaching block via main pedestrian entrance	UKS2 building door	8.40 - 8.50am	3.10pm

**Morning registration will close for each class at the end of their entry time window. Children arriving after this time will be marked as late.**

**Key Stage 2 children arriving after 8.50am will be asked to sign in at the office.**