

Friday 5th July 2019

Dear Parents / Carers

Following on from my previous letter about transition and classes for September 2019, I am writing to communicate arrangements for the start and end of the school day for transition on the 9th to 11th July and in September.

On Tuesday 9th, children will enter and leave via their current routes. Once registered, they will be organised, by their teachers, into their new classes. They will return to their current classes before the end of the day and will be dismissed through their current exits. On Tuesday 9th, we will be talking to the children and practising entry and dismissal ready for the next two days.

On 10th and 11th July children will enter and be dismissed through their 'September' routes. These are detailed below.

Reception

Will enter and be dismissed via the door **continuing along the path/slope** on the Foundation Stage playground.

Key Stage One and Two classes entry into school

In September all Key Stage 1 and 2 classes (**Squirrels, Spiders, Foxes, Bats, Robins, and Frogs**); will enter through the external entrance to the hall (not the door at the top of the steps).

Key Stage One and Two classes dismissal

Squirrels – via the steps exit

Spiders – key stage one playground near the sensory garden

Foxes - key stage one playground near the sensory garden

Bats – via the hall door

Robins – via the hall door

Frogs – via the hall door

We know that you will be respectful and patient as we dismiss, and we thank you for this. This may take longer but safeguarding is essential and will obviously be our priority.

Following our transition 3 days, children will revert to their current arrangements for the remainder of the term.

Yours sincerely

Mrs S Machin
Principal