



Learning and Caring Together,
“...they will flourish in the courts of our God.” (Psalm 92:13)

14th July 2023

CHANGES TO ARRIVAL AND DISMISSAL FROM SEPTEMBER 2023

Dear Parents / Carers,

As of September 2023, the government expect all schools to be open for 32.5 hours a week (excluding Early years). Although we open our doors for free flow entry at 8.45 am, our official opening/registration time is not until 9.00am. This means that, if things remain the same, our Key Stage 1 (KS1) children will access 75 minutes short of the expectation and our Key Stage 2 (KS2) children will access 50 minutes short of the expectation.

We are, therefore changing our registration and dismissal times from September, as outlined below.

Arrival and Registration

- Gates to our playgrounds will open at 8.35am
- The morning bell will ring at 8.40am and doors will open at this time too
- **Doors and gates will close at 8.45am, for official registration**
- Any child arriving after 8.45am will need to enter via the main entrance and will be marked as late on registers
- As fore mentioned, the 32.5 hour expectation is not applicable to the Early Years but we are keeping morning times consistent to support families with siblings in school. We are also pleased to share that there will be no increase in charges for nursery; although children will start school at 8.45am, funded and paid hours will be from 9.00am-3.00pm.
- **Nursery** parents and children will wait in the designated area behind the nursery (Butterflies). On the bell, staff will supervise children on entering the classroom and parents will leave via the nursery path/steps.
- **Reception** parents and children will wait in the designated area by the reception classrooms (Bees). On the bell, staff will supervise children on entering the classrooms and parents will leave via the nursery path/steps.

- **Key Stage 1 (KS1)** parents and children will wait in designated areas on the Early Years Foundation Stage (EYFS) playground (Frogs, Bats, Robins). On the bell, staff will supervise children from the EYFS yard to their classrooms and parents will leave via the EYFS gate.
- **Key Stage Two (KS2)** parents and children will wait in designated areas on the front playground (Spiders, Squirrels, Foxes). On the bell, staff will supervise children on entering the classrooms and parents will leave via the playground gate. Foxes will enter via the steps and Squirrels and Spiders will enter via their external classroom doors.

End of day dismissal

Early Years

- For families without siblings, collection routines remain unchanged. Please line up on the path and the children will be escorted to the playground for dismissal at 3.00pm
- Where there are siblings within the family, you may collect children in the Early Years from 'under the arch' (main entrance) at 3.15pm, so that you have one collection time. There will be no charge for this 15 minutes and it will not be included as part of funded hours

Key Stage 1 and 2

- Gates to our playgrounds will open at 3.10pm
- The end of day bell will ring at 3.15pm and children will be escorted to designated collection areas below
- **Key Stage 1 (KS1)** parents/carers (Robins, Frogs, Bats): please wait in designated class areas on the Early Years playground
- **Key Stage 2 (KS2)** parents/carers (Spiders, Squirrels, Foxes): please wait in designated class areas on the Key Stage 1 playground

Please note: all children must wait beside parents/carers at all times and must not access play equipment. Staff will politely remind parents/carers of this expectation if needed.

We fully expect that there may be some confusion as everybody gets used to the new routines but please be assured that there will be staff available to support you with arrival and dismissal. Once again, thank you in advance for your support as we ensure that our provision is compliant with government expectations.

_Wishing you all a lovely weekend and look forward to seeing many of you on our sport days.

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Mrs S. Machin
Principal

