

25<sup>th</sup> January 2022

Dear Parents and Carers,

## Re: Start and end of school day arrangements

### Start of school day arrangements

From Monday 21<sup>st</sup> February (after the half term break) we will have a consistent start time for the whole school.

**The start of the school day will be 8.45am and all pupils will be required to be in their classrooms by this time.**

We will continue to open the school gates before this to allow for a staggered entry into school. Secondary section gates will open at 8.30am and primary section gates will open at 8.35am. We will also maintain our multiple entrances to reduce congestion.

AM nursery will continue to start at 8.50am.

### End of school day arrangements

Primary section pupils will continue to be dismissed at 3pm and secondary section pupils will continue to have a staggered departure between 2.50pm and 3.10pm (see table below).

### One-way system at the end of the school day

There is a one-way system in operation for the collection and departure of primary section pupils.

Please enter the playground via the top gate. This gate is entrance only. Please depart our playground via the bottom gates. These gates are exit only.

If you are collecting pupils from Years 1-6 in addition to pupils from Reception and Nursery, please collect from Years 1-6 first and then after you have exited the playground, please collect from Nursery and Reception.

If you are collecting from Reception and Nursery only, please enter the front plaza via the Whitefriars Avenue entrance.

## School timings for each year group

	Start of school day	Arrival gate	End of school day	Collection of children / departure
<b>AM Nursery</b>	8.50am	Nursery entrance – Whitefriars Avenue	11.50am	Nursery entrance (front plaza) – Whitefriars Avenue
<b>PM Nursery</b>	12.00pm	Nursery entrance – Whitefriars Avenue	3.00pm	Nursery entrance (front plaza) – Whitefriars Avenue
<b>Reception</b>	8.45am	Reception entrance – Whitefriars Avenue	3.00pm	Reception entrance (front plaza) – Whitefriars Avenue
<b>Year 1</b>	8.45am	Top gate – Whitefriars Avenue	3.00pm	Playground – Whitefriars Avenue. Enter via top gate and depart via bottom gate
<b>Year 2</b>	8.45am	Top gate – Whitefriars Avenue	3.00pm	Playground – Whitefriars Avenue. Enter via top gate and depart via bottom gate
<b>Year 3</b>	8.45am	Bottom gate – Whitefriars Avenue	3.00pm	Playground – Whitefriars Avenue. Enter via top gate and depart via bottom gate
<b>Year 4</b>	8.45am	Bottom gate – Whitefriars Avenue	3.00pm	Playground – Whitefriars Avenue. Enter via top gate and depart via bottom gate
<b>Year 5</b>	8.45am	Top gate – Whitefriars Avenue	3.00pm	Playground – Whitefriars Avenue. Enter via top gate and depart via bottom gate
<b>Year 6</b>	8.45am	Top gate – Whitefriars Avenue	3.00pm	Playground – Whitefriars Avenue. Enter via top gate and depart via bottom gate
<b>Year 7</b>	8.45am	Tudor Road gate	3.10pm	Tudor Road
<b>Year 8</b>	8.45am	Tudor Road gate	3.05pm	Tudor Road
<b>Year 9</b>	8.45am	Tudor Road gate	3.00pm	Tudor Road
<b>Year 10</b>	8.45am	Tudor Road gate	2.55pm	Tudor Road
<b>Year 11</b>	8.45am	Tudor Road gate	2.50pm	Tudor Road
<b>Year 12</b>	8.45am	Tudor Road gate	Dependent on timetable	Tudor Road

Many thanks for your positivity and support.

Yours sincerely,



Mr J. Watson  
Headteacher