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14/08/2020

Arrival and Collection Arrangements for the Autumn Term

Dear Parents and Carers

I hope that you have all had an enjoyable summer holiday so far. As you will recall, much of the information that you need to know regarding arrangements for the return to school in September was included in the [Newsletter 32](#).

Arriving at school in the morning In order to promote social distancing and to minimise the number of social contacts, the beginning of the school will be structured as follows:

- 8.00am – Breakfast Club opens. Parents to accompany their children to the double doors by the Sports Hall. Children attending Breakfast Club will go to their classroom at the given start time for their class.
- 8.30am – Gates open for Class 1 and Class 2. Children to enter using the field gates (next to the Friends of The Hendreds noticeboard). Parents can accompany their children to the classroom door if they wish but must not enter the classroom. Parents will then leave via the gate by the school office. This one-way system will be made clear by school staff and will be clearly signposted.
- 8.40am – Class 3 doors open. Children to enter via the field gates, as above.
- 8.50am – Class 4 doors open. Children enter directly via the classroom door, as per usual.
- 9.00am – Class 5 doors open. Children enter directly via the classroom door, as per usual.

Other considerations:

- One adult per family should accompany their children to school.
- If you have children in different classes then all of the children in your family can enter their classroom at the earliest start time. For example, if you have a child in Class 2 and another child in Class 5, then both children will be able to enter their classrooms at 8.30am. This will prevent families having to wait with children on the school grounds and will therefore reduce the number of social contacts at school. Please note: children will be expected to read quietly at their desks until registration opens for their class; teachers will not be teaching until the allocated start time for their class as they will be preparing for the day ahead.
- Depending on the age and maturity of children in Key Stage 2, they may be able to walk to school independently to arrive at their correct start time. The same applies with walking home or to the park by Snells Hall at the end of the day.
- If you arrive at school early, there will be a clearly marked waiting area under the trees on the school field to allow families to wait in a socially distanced way. Please ensure that you keep your children, including pre-school aged children, with you whilst you are waiting.

- If children arrive at school late – after their classroom door has been locked – then they will enter via the school office.
- Children arriving on the school bus will enter via the main entrance.
- All children must have a named water bottle, even if they are having a school packed lunch provided by the kitchen – the water fountains will not be in use.
- If you wish to see me, a member of the office staff or a class teacher, you must have a pre-arranged appointment. This is to ensure that we can control the number of social interactions within school.

Collecting your children after school

- 3.20pm – The field gate will be opened so that Class 1 and Class 2 can be collected. Please collect your child from the playground. Your child will only be allowed to leave when their teacher has seen you – please contact the school office if your child is going to be collected by anyone other than one of their parents. As with the mornings, please follow the one-way system to exit.
- 3.30pm – After-school Club begins. Class 3 children to leave via their classroom door and meet their parents in the waiting area.
- 3.40pm Class 4 leave via their classroom door and meet their parent in the waiting area.
- 3.50pm Class 5 leave via their classroom door and meet their parent in the waiting area.
- Please leave the school site promptly once you have collected your children so that we can maintain social distancing as best we can.

If you have children with different finish times, we would like you to wait in the waiting area. Again, children in Key Stage 2 may be able to walk home independently or meet you at Snells Hall. Unless there are exceptional circumstances, children cannot leave before their allotted finish time as this would result in reduced curriculum time.

Uniform Uniform requirements remain the same as normal. At the start of term, children need to bring their indoor shoes to school with them. Please remember, both indoor and outdoor shoes should be black. Children must have their PE kit at school with them every day. We will inform you when Judo is able to re-start so there is no need to send your child to school with a judo kit at the start of term. New uniform can be ordered through SCOPAY and new starters will receive access to their accounts in the second week. We have a limited supply of good quality secondhand uniform: please email your requirements to Mel and Dawn (<mailto:office.3250@hendreds.oxon.sch.uk>). Please ensure that all of your child's belongings are named. Teachers cannot keep track of thirty jumpers, PE tops, pairs of socks etc.!

The above arrangements, as well as those mentioned in [Newsletter 32](#), will be kept under review and are subject to change.

If you have any questions about the information above then please get in touch.



Mr. J. Veness