

School re-opening for all year groups at Grovelands Community Primary School
Timings for dropping off and collecting at the end of the day.

Below is the schedule for classes starting back to school. The times are staggered as recommended by government to ensure social distancing and reduce risk of possible infection. This a massive task to organise for such a large school so timings cannot be changed and we would appreciate your support in adhering to it. I apologise for any inconvenience.

Year group	Class	Start time	Instructions for drop off	Finish time	Instructions for pick up
6	6RA	8.45 am	Go to stairwell near Year 1 through Y2/3 playground and use fire doors at bottom of stairwell. Year 6 to do this by themselves.	3.10 pm	Children who walk will be sent home and children collected by car should be picked up from front of school.
	6LA	8.45 am	Go to normal Year 6 entrance by themselves.	3.15 pm	
	6JL	8.55 am	Go to normal Year 6 entrance by themselves.	3.20 pm	
5	5CF	8.55 am	Use double gate to Y4-6 playground to drop off your children - they then use normal Year 5 entrance near ICT room. Parents please do not come into the playground. Staff will be on duty at the gate.	3.10 pm	Use gate to Y4-6 playground and come to Year 5 entrance near ICT room. Children will be dismissed from here. Use marked out one-way system to leave.
	5MA	9.05 am		3.20 pm	
	5WY	9.15am		3.30pm	
4	4CA	9.25 am	Use single gate to Y4-6 playground near benches and drop off your children- they then use normal Year 4 entrance. Parents please do not come into the playground. Staff will be on duty at the gate.	3.30 pm	Use single gate to Y4-6 playground near benches and come through, the children will be dismissed through normal Year 4 exit. Use marked out one-way system to leave.
	4SF	9.35 am		3.40 pm	
	4BN	9.45 am		3.50 om	
3	3ND	9.20 am	Please follow one-way system at front of school and use normal Year 3 entrance to drop off your child.	3.30 pm	Please follow one-way system at front of school and use normal Year 3 entrance to collect your child.
	3CL	9.30 am		3.40 pm	
	3NH	9.40 am		3.50 pm	
2	2CS	8.45 am	Use normal Y2 entrance from reception playground. Please use IN and OUT system on the gates.	3.00 pm	Use normal Y2 entrance from reception playground. Please use IN and OUT system on the gates.
	2JH	8.55 am		3.10 pm	
	2NB	9.05 am		3.20 pm	
1	1SD	9.00 am		3.15 pm	

	1AH	9.10 am	Follow long path to Year 1 playground. Then use fire doors at bottom of Year 3 stairwell. Leave using one-way system through Y2/3 playground and Y4-6 playground.	3.25 pm	Follow long path to Year 1 playground. Then use fire doors at bottom of Year 3 stairwell. Leave using one-way system through Y2/3 playground and Y4-6 playground.
	1DC	9.20 am		3.35 pm	
Reception	RJG	8.30 am	Drop off at classroom door then walk across front of building and down path on slope.	2.30 pm	Drop off at classroom door then walk across front of building and down path on slope.
	RES	8.30 am	Use gates to reception playground and use fire door entrance to classroom. Please use IN and OUT system on the gates.	2.30 pm	Use gates to reception playground and use fire door entrance to classroom. Please use IN and OUT system on the gates.
	RKL	8.45 am	Drop off at classroom door then walk across front of building and down path on slope.	2.45 pm	Drop off at classroom door then walk across front of building and down path on slope.
Nursery	Group 1 and 3	8.30 am	Use long path to nursery playground and use doors on decking. Please leave through reception playground.	2.30 pm	Use long path to nursery playground and use doors on decking. Please leave through reception playground.
	Group 2 and 4	8.30 am	Use long path to nursery playground and use doors to nursery in Reception playground. Please leave through reception playground.	2.30 pm	Use long path to nursery playground and use doors to nursery in Reception playground. Please leave through reception playground.

Guidance for when dropping off and picking up:

- Please stick to the times allocated to your class, this will ease congestion on site.
- Please follow the instructions e.g. one-way systems as this will support movement of families on site and allow you to social distance.
- I am aware that there are different times for children starting, if you have more than one child to drop off please follow the instructions for each year group. If you need to wait for another year group to open up and there is a long wait, please leave your child in the hall with the member of staff and we will send them to class at the correct time.
- If your child is old enough to leave at the main gates on Dunbar Drive and Grovelands Road then they bring themselves into school, this would be appreciated, as it would reduce people on site.
- The car park will be open. Use spaces available and please respect other families getting out of cars in relation to social distancing.

- The car park will be open. If your child is old enough to take themselves from your car to their classrooms, this would be appreciated, as it means that you would not need to get out of your car.
- All parents should leave the site as quickly as possible once they have dropped off or collected their children.
- Please do not congregate in groups.
- Parents will not be allowed into the main building unless they have been invited to attend a meeting. This means the office will be closed. If you need to leave something for the office please leave with senior staff member on duty outside. If you need to speak with the office staff please phone or email.
- If your child will be continuing to attend the childcare instead of the education provision, please continue to drop off at the hall at 9am and collect at 3pm.

TO SUPORT ALL YEAR GROUPS WITH THIS NEW SYSTEM STAFF WILL BE ON DUTY TO SUPPORT.