

## The school times below have been adapted to support social distancing- please contact the office for the latest details.

Note: our school office maybe temporarily unmanned during periods of staff absence/ self-isolation.

Please contact us by email, whenever possible, during this time.

We operate an [Early Bird Club](#) to support working parents.

[After school clubs](#) are available but have been limited by Covid.

Holmsdale Nursery are able to collect from school for after school care.

## School Times (Non- Covid)

Please note:

**Pupils should be lining up in the playground before the bell is rung at 8.45 am.**

**Children should be met by 3.20 p.m.**

- We will bring Class 1 and 2 pupils to the front playground at 3.10.
- We will bring class 3 and 4 pupils to the front playground at 3.20
- Parents should wait outside the school gate.

| Morning             | Session | Afternoon Session           |
|---------------------|---------|-----------------------------|
| 8.45 a.m. – 12 noon |         | 1.00 p.m. – 3.15/ 3.20 p.m. |

## Start of day Information

- The playground gates are unlocked at 8.40 a.m. staff are on duty from this time. Pupils will be invited into the playground to line up from 8.40 when the gate is unlocked
- Pupils will be sent into school in, small groups, from 8.40 to wash their hands and prepare for learning.
- The gate will be locked at 8.50. Pupils arriving after the gate is locked are marked as late. Please try to avoid being late as you child can find it difficult to settle.
- We will contact you if you are regularly late, to see if we can help you to solve the issue.
- Parents/guardians/carers are asked to wait inside the main school gates for safety reasons.
- At the start of the autumn term pupils in class 1 will use the back gates so that they can be met by their class teacher to support the transition to school.

## **The End of the School Day**

Staff will bring pupils to the front playground at the end of the school day. This is staggered to support road safety.

Should any parent/guardian be unavoidably detained please telephone school and let us know, this helps to prevent young children from becoming distressed. Staff are involved in after-school activities and meetings most evenings so punctuality other than in emergencies is appreciated. Please note that late collection will incur a charge, please see the SchoolMoney shop for up to date charge.

Please inform the school if your child is being met by a different adult, as we shall not allow him/her to leave the premises otherwise; if the arrangement is on a regular basis please let us have the information in writing, a form is available from the foyer or below. If a child is being collected by a taxi service or Nursery in order to attend an after-school care club, it is essential that this information is given to us in writing.