

# Henry Chadwick Community Primary School

School Lane, Hill Ridware, Rugeley WS15 3QN  
Tel: 01543 490354



Greywood  
Multi-Schools Trust

Headteacher  
Mrs V Barnes

Website: [www.henrychadwick.staffs.sch.uk](http://www.henrychadwick.staffs.sch.uk)  
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28<sup>th</sup> September 2020

Good Morning everyone,

As we have all got used to the new entrance procedures in school, we have found that we can shorten the times between different year groups arriving. This should help parents, particularly in year 3 and 4 as they will be able to bring their children to school earlier than they have been doing. In order for this to be successful, we need to rely on all parents arriving at their allotted time, unless an alternative has been agreed with school staff. Please can we request that parents arrive promptly and then leave the school as soon as their children have been allowed in. This will prevent the 'bubbles' from mixing, which remains priority, especially as cases are increasing.

Year groups 1 - 6 will enter via the pedestrian gate (this is a change for Year 3 and 4) and EYFS will enter via the vehicle access and line up in the car park.

Times for arrival are:

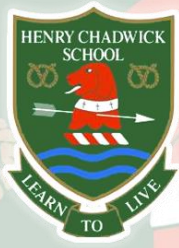
8.30am	Year 5	Pedestrian Gate
8.35am	Year 6	Pedestrian Gate
8.40am	Year 3	Pedestrian Gate
8.40am	Nursery	Car Park
8.45am	Year 4	Pedestrian Gate
8.50am	Reception	Car Park
9.00am	Year 1	Pedestrian Gate
9.05am	Year 2	Pedestrian Gate

Collection will be from the same gate as above. Can we again request that once your child/children has/have been handed over to you, that you move away from the front of the school to allow for the next Year group to leave.

Collection times:

3.00pm	Year 5
3.05pm	Year 6
3.10pm	Nursery
3.10pm	Year 3
3.15pm	Reception
3.15pm	Year 4
3.20pm	Year 1
3.25pm	Year 2

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Staff will remind all children to take their belongings: coats, books, reading records, lunchboxes and jumpers. However, if anything is left in classrooms, we will not be able to allow children back in until ALL children have left i.e. at 3.30pm. This again is to prevent the mixing of bubbles.

As restrictions are being tightened in all areas of the community, can we please remind all parents to socially distance from one another outside of school and not to congregate anywhere in groups of more than 6 people.

Thank you in advance for your cooperation.

Vicki Barnes

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