

Dear Parents/Carers,

Welcome back to Byfleet – we hope you have had an enjoyable summer and we are delighted to have the children back with us today. Thank you for dropping your child(ren) off to school so promptly this morning and your patience with getting to grips with the new arrangements for this new way of doing things is appreciated.

Upon reflection regarding this morning’s drop off for the different bubbles, it was apparent that a need for clearly designated ‘drop off areas’ would ensure we can help every child from different bubbles enter and leave school in a controlled and safe manner. We have considered that today was the first day back for many children and families and with such a large number of children and parents entering and leaving the school via one gate, was problematic. As a result, please see our revised arrangements for drop off and collection points, where we have tried hard to not change the timings of this, however we have assigned allocation of ‘drop off areas’ for different bubbles.

Please could you see the map on the second page to see where you allocated ‘drop off/collection area’ is.

		Drop off	Collection	Where	Which gate?	Drop off Area Where to wait?
R Bubble	Reception	8.30	2.40	In playground by Reception playground gate – with a parent	Pedestrian gate (main gate) Please don't wait go straight through	Position 1 Pedestrian gate
1/2 Bubble	Year 1	8.45	2.50	In playground by Year 1 ‘Hive’ gate – with a parent	Pedestrian gate (main gate)	Position 2 Pedestrian gate
	Year 2	8.45	2.50	By the tree near the pond. The class teacher will be there to meet your child. A parent may drop and go from here. Collection also from here.	Pedestrian gate (main gate)	Position 3 Pedestrian gate
3/4 Bubble	Year 3	8.40	3.05	By the tree near the pond. The class teacher will be there to meet your child. A parent may drop and go from here. Collection is also from here.	Large double gate (car gate)	By the covered shelter (opposite side of the road)
	Year 4	8.40	3.05	Children to walk independently to the playground near the Lunchtime Shed . Collection from the playground near the Lunchtime Shed.	Pedestrian gate (main gate)	Position 1 Pedestrian gate
5/6 Bubble	Year 5	8.35	3.00	Children to walk independently to their classroom door (near the pond)	Large double gate (car gate)	Position 2 Car gate (left)
	Year 6	8.35	3.00	Children to walk independently to their classroom door (near the pond)	Large double gate (car gate)	Position 1 Car gate (left)

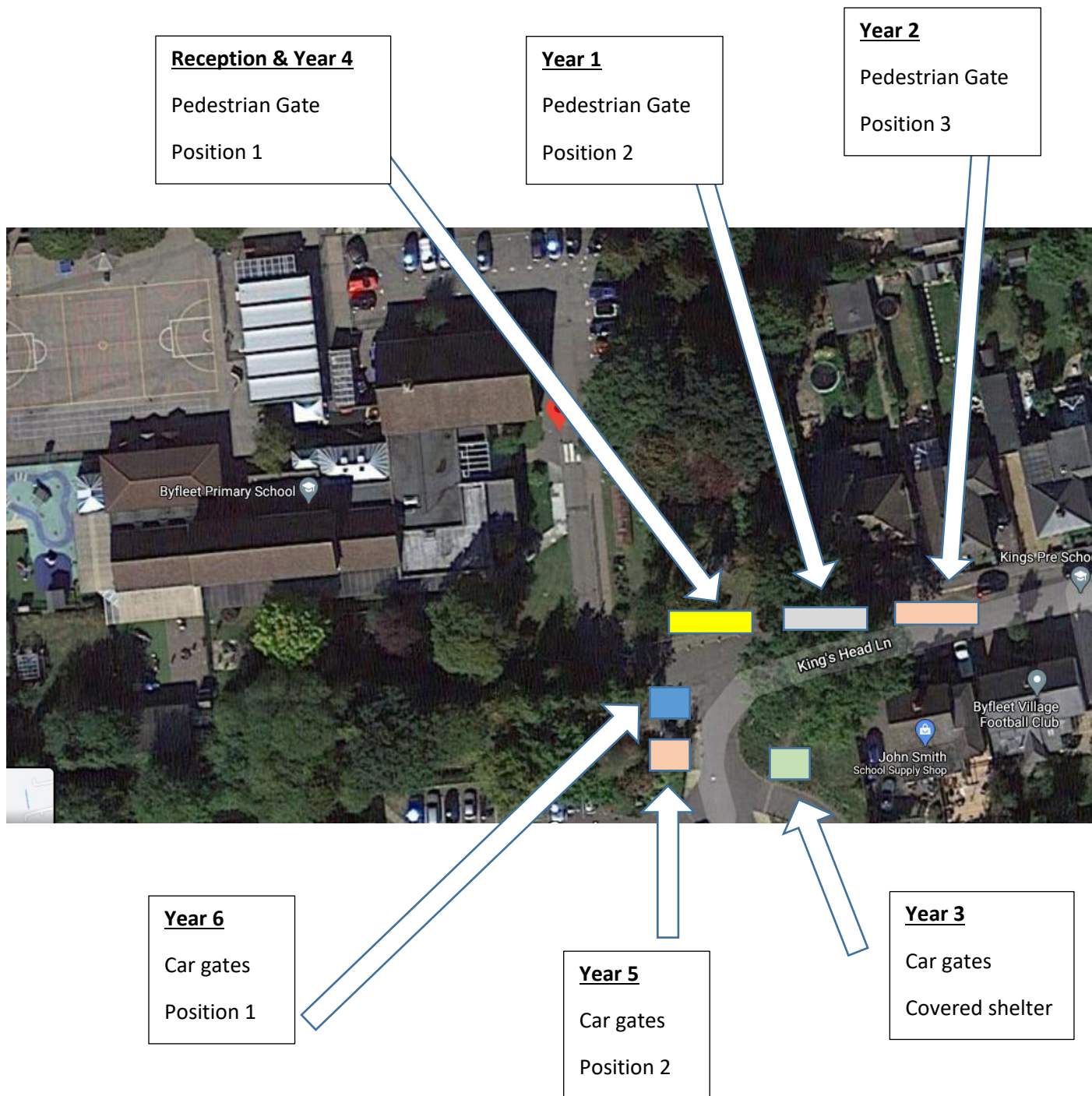
Please could children/families use the same gate which has been assigned to their year group to enter and exit the school premises, for example Year 3 will walk through the car gates at the start of the day, and then use the same car gates at the end of the day.

Please may we ask that **you wait at your child’s designated drop off/collection area outside of the school gates only** – this will allow us to let Bubble groups enter their allocated gate, at their allocated slot. Additionally, whilst punctuality is very important, please could you avoid arriving too early for your allocated slot to ensure that we adhere to social distancing and avoid unnecessary queueing or large groups congregating. Where you have siblings in more than one class, please wait in the designated area of the earliest drop off slot.

We have managed to speak to some of the immediate residents on Kings Head Lane, who we have reassured that we will make all attempts to keep drop off and collection arrangements as organised as possible, by assigning areas to

different year groups, to ensure we consider them and allow for a more structured approach. Please refrain from parking close or stopping your vehicles close to the school gates.

Designated Areas for Drop off & Collection Points – September 2020



Thank you once again for returning to school today; the children look really smart in their school uniforms and it has been wonderful to see them enjoying being back with their friends and teachers and relearning routines of coming to school. Please provide your child with a healthy snack for playtime each day. Hopefully the KS1 fruit delivery will resume shortly.

Kind regards,

Mrs Cheryl Meyrick

Headteacher