



15th July 2020

Dear Parent/Carers,

Start and End Times for September

As I mentioned in last week's newsletter, we will be operating staggered start and end times and teaching in bubbles when we return to school in September.

The children who have been in school this term have been in bubbles. This has enabled us to keep them in small separate groups and thus reduce the risk of spreading infection. Bubbles will continue in September although they will be larger. The children will be in year group bubbles in the Foundation Stage and Year 1 to enable them to participate in "free-flow" learning. The rest of the school will be in class bubbles. The children will remain in their bubbles throughout the day and not mix with children from other bubbles.

With a few minor changes in the classrooms, larger bubbles are manageable. The difficulty comes at playtimes and, in particular, at lunchtimes. Playtimes and lunchtimes will be on a rota and different classes will have their breaks at different times. We will need to shorten the time each class has for lunch in order for each class to have a session in the lunch hall. We will be maintaining the number of teaching hours per day but due to shorter breaks, the school day will be 30 minutes shorter in length.

To facilitate staggered start and end times, the children **Reception* to Year 6** will be divided into three groups:

- **Group A** – families with a surname beginning between A and F.
- **Group B** – families with a surname beginning between G and N.
- **Group C** – families with a surname beginning between O and Z.

If your children have different surnames, please use the surname that comes first alphabetically to allocate your children to a group. Childminders who look after children from more than one family will join Group A.

	Start	End	Drop-Off	Collection
Group A	9:00am	3:00pm	Please queue at either the Earshall Road gate or the Craighton Road gate. At the " start time " your child will be allowed into the playground and will join their line. Adults will not be able to enter the playground**.	Please queue outside the Earshall Road gate (by the band stand). At your child's " end time " you will be allowed into the playground to collect your children. You will then exit through the Craighton Road gate (by the Sports Hall).
Group B	9:10am	3:10pm		
Group C	9:20am	3:20pm		
Nursery	8:45am	11:45am	Please enter through the Grangehill Road gate and bring your child to the Nursery playground.	Please enter through the Grangehill Road gate and collect your child from the Nursery playground.
	12:30pm	3:30pm		

* Reception children will be attending for half days initially and they will finish at 1:40pm. The end times in the timetable above will begin on 24th September for the Reception children. Parents and carers need to check the information they have been sent about their child's individual start date.

** Reception parents and carers will be allowed into the playground to drop their child off.

Timings for the **Nursery** will remain unchanged (**8:45am to 11:45am** and **12:30pm to 3:30pm**), however you can collect your Nursery child earlier if you have children in other year groups.



To ensure this system works as smoothly as possible we need your help in three very important ways:

1. Be punctual and keep to your allotted times.
2. Be prepared to wait in the queue for a short time.
3. Leave as soon as you've dropped off / collected your children.

The changes will take a little getting used to, but in order to maximise our attempts to keep the children safe, we need to implement them. It is likely that drop-off and collection will take a little longer than usual, but these changes are not permanent and we will revert to our usual timings when we are able to do so. Please note that if elements of our plan do not work as well as we expect, we may need to make further amendments, but we will give you as much notice as we can.

We will be keeping in touch with you over the summer holiday and sending you updates. If you have any questions, please email me at headteacher@gordon.greenwich.sch.uk

Thank you for your support and understanding.

Best wishes

Jason Taylor
Headteacher