



19th September 2018

Dear Parents/Carers,

As you are aware, we were delighted to be informed before the summer break, that our bids for grants for a new school roof and boiler had been successful. We are very pleased that work on our much-needed replacement roof and boiler will commence soon, and we have now had confirmation that the work is scheduled to be carried out between **24/09/2018 – 31/3/2019**.

It had been planned to start during the summer holiday, but unfortunately allocating the contract took longer than hoped.

As the work commences, there will inevitably be disruption to the school and with Health and Safety at the forefront of our plans, we will need to adapt our entry and exit points into school to ensure the safety of all stakeholders.

To that end, with effect from Monday 15th October 2018 we will trial the new organisation and procedures for the start and end of the school day, which are detailed below. If any problems or issues arise during this trial period, we will be able to adapt plans before our return after the October break, when work will have started in earnest.

Class R – Children need to be brought into school via the gate at Rough Hall Lane and led through the Early Years provision into the main playground. When the bell sounds, they line up in their usual position in front of the Reception gate. At the end of the day, parents can access the playground in the same way and children will be passed to their grown-up at the usual Reception door.

Class 1 and Class 2 - Children need to be brought into school via the gate at Rough Hall Lane and led through the Early Years provision into the main playground. When the bell sounds, they line up in their usual positions outside Class 1. At the end of the day parents can access the playground in the same way and children will be passed to their grown-up at the usual Class 1 door.

Class 3 – Children need to be brought into school via the gate at Rough Hall Lane. When the bell sounds, they need to line up at the ICT external door where they will be collected by their teacher. At the end of the day, they will exit through this door as they do at the moment.

Class 4, Class 5 and Class 6 – Entry to school for our older children will be at the front of the school through the Hall doors. In order to minimise congestion at the

Together we can



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front of school, the doors will be opened and supervised from **8.25am-835am**. At the end of the day, children will leave school through the Hall doors as they currently do.

Although we have an estimated programme for the developments of approximately 26 weeks, this may change due to external factors such as the weather conditions etc. We will of course update you as often as we can regarding the work, in order to communicate any changes in procedures that may need to be implemented.

Thank you in advance for your understanding and support during this upcoming period of work. We are all looking forward to teaching and learning in a more comfortable, warmer and water tight building into the future.

Kind Regards

Linda Waugh
Principal

Bo Scholefield
Chair of Governors