

## Primrose Hill Primary School

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Date: Wednesday 3rd March

### INFORMATION FOR RETURNING TO SCHOOL - TADPOLES

Dear Parents & Carers,

We were so pleased to welcome some of you back at the start of last week. This letter is to share some further information with you as we reopen school for all pupils on Monday 8th March. There may be some changes to timings so please read the letter carefully. Previous school re-opening letters can be found here [Letter 1](#) and here [Letter 2](#).

#### Start & End of the Day

We appreciate that arrangements such as staggered start and end of the day times may be inconvenient for you as a family if you have more than one child to drop off or collect, but at the moment it remains a necessary measure. Ultimately these procedures have been put in place to keep everyone safe and to keep the school running smoothly, and we appreciate your support with this. Below are the timings for your child's year group:

Morning Group			Afternoon Group		
Drop off:	Gate: 2 Year Old Gate	Time: 9:00am	Drop off:	Gate: 2 Year Old Gate	Time: 12:30pm
Pick up:	Gate: 2 Year Old Gate	Time: 12:00 noon	Pick up:	Gate: 2 Year Old Gate	Time: 3:30pm

The end of the day remains a potential risk with crowds congregating so **please ensure you do the following to help us reduce the risk of Covid spreading in our community:**

- \* **Wear a face mask** when you are queuing to collect your child and when you enter school grounds
- \* Sanitise your hands on entry into the school ground and ensure your child/ren do too
- \* **ONLY** arrive at school at your allocated time- this will ease congestion on the street and in front of the gate *Please do not come early, it's better to come a few minutes late - so if your child's arrival time is 8:45am, coming at 8:50am is fine, but if you come at 8:55am, this is a new year group's entrance.*
- \* Use the markings by the side of the gate to line up, maintaining social distance. **Please line up on the right side of your entrance gate and the main gate**
- \* Please wait until a member of staff says you can come in to collect your child/ren
- \* Exit the playground as swiftly as possible- it is important that families do not congregate
- \*When entering the school gates, again, please maintain a social distance from each other
- \* To reduce the number of adults and children coming into school / the playground, **can we please ask that only one parent drops off / collects child/ren each day.**
- \* If your child needs to use the bathroom at the end of the day, please use the toilets on the bottom playground. There is also a toilet located in main office, which is also an adult toilet

**PLEASE DO NOT ENTER THE SCHOOL BUILDING UNLESS YOU HAVE A SCHEDULED APPOINTMENT**

**IMPORTANT:** *if you have a sibling to collect at a later time at the end of the day, please collect the earlier child first and then either: leave the school grounds and re-enter at your child's next exit time OR you may wait within the school grounds. **If you choose to stay in the school grounds, please wait along the walls / fences and do not block any walkways so classes can safely make their way to their lines.** Make sure you are socially distanced from other families, wearing a face covering and your children remain with you and do not play on any playground equipment.*

### **Dressing for school & water bottles**

Children **must** bring in a labelled water bottle that they can use and refill throughout the day as communal water fountains remain closed. Classrooms will remain ventilated to help keep us all safe so we recommend that children have layers they can take on / off as the temperature changes.

### **Attendance**

Attendance is compulsory, but we understand that some absences may occur. Regular contact and communication to our office about illness and medical appointments is crucial. Please see our website for our Attendance Policy and Addendum Policy.

Office contact details: 0207 772 8500 or email [admin@primrosehill.camden.sch.uk](mailto:admin@primrosehill.camden.sch.uk)

### **Reporting any Covid 19 related issues**

As ever, it is vital that you communicate immediately with the school via phone or email if your child or any other member of your household:

- Is isolating after coming into contact with a positive Covid case
- Is quarantining following the return from a foreign country
- Has developed any Covid symptoms
- Has tested positive for Covid 19

### ***IMPORTANT***

*Please remember - if **anyone in your household** develops any Covid symptoms or tests positive for Covid 19 the whole household **MUST** isolate. If the test result is returned negative, this needs to be reported to the school office before your child can safely return to school.*

Being vigilant with this communication and acting quickly helps to keep our wider community as safe as possible.

Thank you for your continued support and we look forward to seeing you all on Monday 8th March,

SLT and the Tadpoles Team.