



Ancaster
Church of England Primary School

Thursday 27th May 2021

Staggered Starts and Ends: Planned Changes

Dear Parents and Carers,

Due to our ongoing recovery from the pandemic and our response to official guidance issued by the Department for Education (DfE) that has been continuously implemented over the last year, we are now in a position to be able to reconsider some of the elements that we have had in place to bring our school day back in line with usual school practices.

Whilst fundamentally we are not yet looking to make significant changes to our Covid based routines and many of the elements that we have adopted will continue to remain in place, we are however able to consider elements where we need to maximise the children's time in the classroom.

The staggered entry and exits from the school must remain in place for the coming weeks at least but it is specifically this area that we would like to further streamline which will ensure that the children have as much time in the classroom and opportunities for learning. For this reason, from Term 6, we would like to amend the start and end times so that the window of time for dropping off and collecting is shorter and the start of the school day for all children can begin earlier and end slightly later.

Your current staggered drop off and collection times have previously been linked to your family surname and this system will remain but rather than each window being set at 10 minutes, from Term 6, this will reduce to a 5-minute timeframe with all children expected to be in school by no later than 9am. Please see below for the timings for each group.

Revised Drop Off and Collection Times

Group 1 Surname beginning: A-G	Group 2 Surname beginning: H-M	Group 3 Surname beginning: N-W
Drop off at 8.45am Collection at 3.20pm	Drop off at 8.50am Collection at 3.25pm	Drop off at 8.55am Collection at 3.30pm

Taking into consideration the information above, we will need every parent and family to be prompt within their drop off and collection period. Please continue to respect all other protocols and procedures that we have in place but please be aware that we will record any child as 'late' on the register if they are not in school by 9am. Our gates will close promptly at 9am and at the end of each day at 3.35pm, when all children should have left the premises.

Should you have any questions regarding these new times, please do not hesitate to contact us to discuss.

Yours sincerely,

Sam Eden

Headteacher

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