

# GLENDALE INFANT SCHOOL

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CV10 7LW

Website:

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22<sup>nd</sup> May 2020

Dear Parents/Carers,

We are going to trial our new entrance and exit systems on you, next week, from Monday 25<sup>th</sup> May, in preparation for potential wider opening next month. We hope you will bear with any teething problems and us as they arise.

Each group/bubble will be allocated a gate **FOR NEXT WEEK ONLY**, you will be allocated Gate 1 (Orange), which is on Skye Close, next to the bike/scooter shelter – the one you have been using.

**NB. This is likely to change from 1<sup>st</sup> June.** We will inform you of any further changes.

You will need to wait outside the gate and a member of staff will come and unlock the gate and let your child(ren) in, parents will not be coming on site except in an emergency. This will reduce the risk of spreading the virus as numbers of adults in school and more children return. We ask that only 1 adult drops off and collects. We are asking that parents do not park in Skye Close and Oldany Way from 1<sup>st</sup> June.

**Early Bird** – You need to be sure you have made us aware of when you need this provision, a member of staff will come to do 2 collections, one at 8am and one at 8.30am. If you are paying by cash please have it in a clearly labelled envelope.

Other children will be collected from the gate between 8.45 – 8.55am.

Children are asked **NOT** to bring in any belongings to school with the exception of:

Lunchbox/bag

Drinks bottle

Coat/jumper

Hats

Sun-cream – please ensure your child's name is on the container.

Children should **NOT** bring cuddly toys, or toys of any description, or bags.

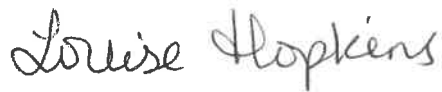
Children will be asked to wash their hands as soon as they enter their base/bubble and they will wash them before they leave the base/bubble on an afternoon. Obviously they will be washing them lots

during the day too. (We will send you a full copy of all of the details when we send out letters to the other parents.)

If you have informed us that you will be collecting your child early, before the usual finish time, that is fine, please phone the school office when you are at the gate and your child will be brought down to you. All other children will be brought down to the gate for collection at 3.00pm. Whilst you are waiting for drop off or collection please ensure you follow the social distancing guidelines, there are markers on the footpath. Please move on promptly once you have dropped off/collected your child. We would encourage you **NOT** to park in Skye Close.

Thank you for your ongoing support in these strange times.

Yours sincerely,

A handwritten signature in cursive script that reads "Louise Hopkins".

Louise Hopkins  
Headteacher