



Bernard Gilpin Primary School

Dream Believe Achieve

4th September 2020

Entering and exiting school – Year 3

Dear Parent/Carer,

Thank you for making the reopening of our school a real success. It was a pleasure to see so many children return looking really smart, very keen to learn and catch up with their friends.

In line with the Department for Education's instruction, parents/carers are not allowed on the school site at the present time. We have evaluated the process for entering and exiting the school. Please support us whilst we implement these new routines.

Entering the school

Entering the school on a morning has worked and we feel we can continue with this routine.

In line with Department for Education and Local Authority guidance, and in the interests of safety, parents/carers are not allowed on site, however, in order to reduce the risk of an accident on Hall Lane we will be pedestrianising the top car park (off Hall Lane). All other gates will be closed. Children are to be dropped off/collected by one parent/carer only in the top school car park according to their year group information below. It is vital that parents/carers do not congregate and observe social distancing whilst dropping off/collecting children. As such, you will not be able to speak to your child's class teacher at drop off and collection times. If you need to speak with a member of staff please ring the school office (if unanswered, please leave a message on the answerphone). In line with Government guidance, we are also encouraging people to walk to school to avoid traffic congestion. Please park away from the school's main gate, observe the safety markings on the road in front of the gates and be considerate towards local residents.

Children with surnames **A - L** to arrive at school between **8:25 a.m. – 8:35 a.m.**

Children with surnames **M - Z** to arrive at school between **8:40 a.m. – 8:50 a.m.**

Please enter using one of the pedestrian gates on Hall Lane and drop your child at the barrier. Please note no parents/carers will be allowed past the cordoned area in the top car park. Please explain this to your child so that they are prepared for you to leave them at this drop off point.

Exiting the school – Year 3

3:15 p.m. Hall Lane pedestrian gate (**nearest the Glendale Club**)

Please arrive no earlier than 3:10 p.m. to ease congestion in the Hall lane area. Only enter the gates at the correct exit time.

Please socially distance in Hall Lane until you are able to enter the pedestrianised part of the top car park when waiting to collect your child. Children will then be released to you. Please then leave safely with your child straight away so that we can prepare to dismiss the next year group and reducing the pressure immediately outside the school. Please note, DfE guidelines also state that there can be no gatherings outside the school gates.

If your child has an older sibling in Year 4 or above (Years 4, 5 or 6) they will leave with the oldest child from their gate at their designated time.

We are also actively supporting Sunderland City Council's Back to School campaign by encouraging you and your child to walk to and from school.

Thank you for your continued support and co-operation.

Yours sincerely,

Mr A. Bainbridge
Headteacher