



# Birchwood Primary School

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Headteacher: Mr N. Coleman B.A. Hons NPQH

*'Rich opportunities and memorable experiences'*

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National  
Teaching  
School



Tuesday 26<sup>th</sup> May 2020

Dear Parents,

## School reopening times of the day from 1<sup>st</sup> June

We are very hopeful that on Thursday we will have a decision from the government as to whether schools can start to open more widely for children in Reception, Year 1 and Year 6, as well as to continue to support children of parents who are key workers and priority children in Year 2, 3, 4 and 5.

From 1<sup>st</sup> June, The Community Academy Trust have directed all of their Primary Schools to **close every Wednesday afternoon** to provide our schools the opportunity to undertake a deep clean of the site and to provide staff with Planning, Preparation and Assessment time. Birchwood will be **closed for all children on Wednesday afternoons** including priority children and children of key workers.

Times of the school day have been staggered to reduce the volume at the school entrance and to reduce the number of parents and children on the school site at one time.

### **Arrival in school:**

8:30am – 8:40am: Year 6

8:40am – 8:50am: Year 1

8:50am – 9:00am: Year R

### **Departure from school:**

2:50pm – 3:00pm: Year 6

2:40pm – 2:50pm: Year 1

2:30pm – 2:40pm: Year R

Priority children and children of key workers in Year 2, 3, 4 and 5 are able to be dropped off and collected at any time during the 30 minute windows. If you have children in more than one year group, please choose a time that best suits yourself. Please note that the school pedestrian gates will not be open until 8:30am. Please do not arrive at school before this time to try and avoid gathering at the school entrance.

### **Departure times from school on Wednesdays:**

12:00pm – 12:10pm: Year R

12:10pm – 12:20pm: Year 1

12:20pm – 12:30pm: Year 6

Priority children and children of key workers in Year 2, 3, 4 and 5 are able to be collected at any time during the 30 minute window. Again, if you have children in more than one year group, please choose a time that best suits yourself during this window.

On Wednesdays, children will not be required to bring a packed lunch to school. Children can still order a packed lunch from school if they are in receipt of universal infant school meals or free school meals. These will be prepared and provided to the children in a brown paper bag to take home with them.

Parents and children are reminded to follow the one way system when on school site and are encouraged not to 'gather' whilst on the school site or outside the school gate. The school office is closed for face to face contact. Communication between home and school will need to be completed via phone calls or emails to the school office.

Yours sincerely

Mr N Coleman  
Headteacher

