

# Sparsholt C. E. Primary School

Woodman Lane, Sparsholt, Winchester, Hampshire, SO21 2NR

Telephone: 01962 776264

E-mail: [headteacher@sparsholt.hants.sch.uk](mailto:headteacher@sparsholt.hants.sch.uk)  
[adminoffice@sparsholt.hants.sch.uk](mailto:adminoffice@sparsholt.hants.sch.uk)  
[absence@sparsholt.hants.sch.uk](mailto:absence@sparsholt.hants.sch.uk)



## NEW DROP OFF ARRANGEMENTS FROM MONDAY 14<sup>TH</sup> SEPTEMBER 2020

Dear Parents and Carers,

We very much hope the children are enjoying their first week back at school and they and you haven't found getting back into the school routine too arduous.

Having reviewed how the morning drop off is working, and witnessed the increasing understanding of the children of our expectations in school regarding social distancing and avoiding mixing with children from other bubbles, we have decided to make some changes to these arrangements. We are also aware that for some families who have children in both Key Stages, having a 20 minute time difference between drop offs has been challenging.

**From Monday 14<sup>th</sup> September**, children will **no longer** be met by their teachers on the field or at the gate but will instead be able to come straight into school.

We will have two arrival slots:

- **Key Stage 1 pupils (Willow and Beech)** will be able to come into school from 8.50am with registration at 9.00am
- **Key Stage 2 pupils (Maple, Rowan and Oaks)** will be able to come into school from 8.40am with registration at 8.50am.

**Classes will also need to enter through allocated gates to try and maintain the integrity of our bubbles (See below).**

This approach should allow us to still adhere to social distancing, whilst giving some more flexibility to families. Once children arrive, they will go straight into class where their teacher will be waiting to greet them. We will make sure that there are adults on each of the gates to ensure children get safely from the gate into their classrooms.

We do need to ask parents using the car park to vacate it as soon as they have dropped their children so that we can maintain the flow of cars in and out of it.

***It is very important that children arrive between their allocated times and are not late/too early as it could interfere with other bubbles. It is also essential that they do not mix with children from other bubbles on their way into the school site.***



**Arrival Times and Entrance Location:**

Class	Please drop off between:	Entrance Gate
Willow	8.50am and 9.00am	Front Gate
Beech	8.50am and 9.00am	Back Gate
Maple	8.40am and 8.50am	Front Gate
Rowan	8.40am and 8.50am	Back Gate
Oak	8.40am and 8.50am	Back Gate

**PICK UP arrangements:**

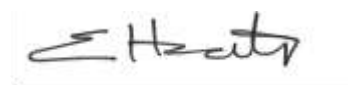
PICK UP arrangements **will remain the same** with all children being collected **from the field** at the following times.

Class	Collection time:	Collection from:
Willow	3.10pm	Field
Beech	3.10pm	Field
Maple	3.30pm	Field
Rowan	3.30pm	Field
Oak	3.30pm	Field

Please can I ask that when parents pick up from the field, that they make sure that they come all the way onto the field and **do not** congregate in the car park. This will ensure that the handover will be more easily managed and there is no risk of accidents in the car park.

Thank you for all your support with this and if you have any questions, please call or email.

Kind regards,



Mrs Hanratty