



Dear Parents/Carers,

We are looking forward to welcoming your child to school on Thursday 28th January. Please find the arrangements for student drop off/pick up outlined below –

In the morning -

- From 8:45am, parents or carers may bring students into the classroom via the front door of the hall. There will be a sign indicating ‘Prep entry’ and a teacher will be at the door to assist.
- A number of parents/carers will be attending so adults are required to wear masks because physical distancing may be difficult.
- At the classroom, please assist your child to find the tub with their name/photograph on it. School hats can be placed in the tub and bags/drink bottles in the space above or underneath. Please also help your child to put their name tag on; these can be found on top of the bag trolley near the classroom door.
- Hand sanitiser is available at the classroom door so please sanitise your hands prior to entry into the classroom.
- Parents/carers can then enter the classroom and support students to participate in the activities that have been set up. Please leave students after a few minutes with a reassuring farewell.
- Once the music starts to play at 8:55am, students will be asked to pack equipment up and all parents/carers must leave the classroom.

Parents/carers will be able to enter the classroom on Thursday 28th and Friday 29th February only. From Monday 1st February, students can be dropped at the door to the hall and they will be assisted to make their way to the classroom and unpack their bags. Teachers will continue to monitor how students are settling in and will advise parents when they feel students are ready to begin lining up outside before school and the arrangements for this.

In the afternoon –

- Adults are required to wear a mask as there will be a number of parents/carers collecting children and physical distancing may be difficult.
- Parents/carers are permitted to come into the school grounds and wait outside the black gates near the hall and sandpit. Teachers will accompany students outside around 3:30pm and assist them to find you there.

Kind regards,

Louisa Carey (Prep Team Leader), Stephanie Vawser, Meg Kingwell and Annie Chhen
Prep Team

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