



The Collegiate Trust
Exceptional Education for All

7th September 2020

Dear Families,

Thank you for your support in getting the children back into school. As expected, we are trying to improve systems as logistics evolve.

Tomorrow we would like to adjust the pick-up systems to enable parents greater ability to socially distance and to spread the flow of traffic around the school.

In order that we do this we are asking for your help where possible:

- Can we ask that only one adult comes to school to pick up and drop off children – this will substantially reduce the number of people on site.
- When coming to school we have allocated some collection areas – it would greatly help if bikes, scooters and other large novelty items are not brought to pick up children (where possible).
- Please arrive at your allocated time for drop off and pick up – a number of early arrivals are causing greater congestion.
- Please collect/drop your child as quickly as possible – leaving the site and discussing your child's day/learning on the way home so that we can vacate the gates as soon as possible.

Drop Offs and Pick Up Logistics – Version 2

Arrivals

Can all Year 1 and 2 Parents QUEUE to the **RIGHT** of the Hawkesmoor Road gate and Year 6 and Early Years to the **LEFT**. This will substantially reduce the amount of queuing down the road and allow residents to move their cars safely.

8:30am – Early Years & Year 6 – Hawkesmoor Road (**Left hand Queue** and down the side of school to Early Years)

8:30am – Year 3 & 4 – Studio Gate – Please Queue separately

8:45am – Year 1 & 2 – Hawkesmoor Road (Right hand queue) **Year 1&2 please do not arrive earlier than this – and ensure your children know the name of their teacher**

8:45am – Year 5 – Studio Gate – **Year 5 please do not arrive earlier than this**

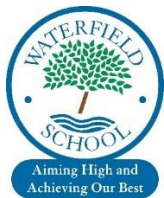
Waterfield Primary School

A: Waterfield Gardens, Bewbush, Crawley, RH11 8RA
T: 01293 548014
E: office@waterfieldschool.co.uk
W: www.waterfieldprimary.co.uk

Principal: Dr Harry Hope

E: head@waterfieldschool.co.uk
T: 01293 548014

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END OF THE DAY – PICK UP

2.50/3pm Early Years – Hawkesmoor Road – **Extended pick up time** (We have expanded this to alleviate congestion and allow earlier pick-up if you have older siblings)

3:00pm – Year 4 – Studio Gate (this is change to try to reduce congestion at this gate)

3:10pm – Year 3 – HALL DOORS – No change

3:10pm – Year 1 & 2 – Hawkesmoor Road – No change - Wait at the Collection Point on the playground – PLEASE REMAIN SOCIALLY DISTANT & LEAVE AS SOON AS YOUR CHILD IS COLLECTED

3:15pm – Year 5 – Studio Gate – No Change

3:15pm – Year 6 - Hawkesmoor Road – No Change - Wait at the Collection Point on the playground – PLEASE REMAIN SOCIALLY DISTANT & LEAVE AS SOON AS YOUR CHILD IS COLLECTED

We would also like to apologise for the building work that may be causing some disruption at the front of the school – this is due to a major roof leak and should be finishing this week.

We have also had queries regarding a one-way system using the gates; however, due to the narrowed pathways around the side of school and some works due to start to repair these pathways, we are unable to offer this option at the current time. We have every confidence if people can be prompt, drop off and pick up is swift, social conversations are kept off site and social distancing is adhered to as much as possible, the systems in place will become smoother.

As ever we will review this as required.

Kind regards,

Dr Hope
Principal

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