



Learning and friendship go hand in hand

**Ringway Primary
Guidepost
Choppington
Northumberland
NE62 5YP**

Thursday 4th March 2021

Dear Parents/Carers,

We are all looking forward to welcoming your children back to school from Monday. I want to say thank you to all parents who have supported school and their children at home during this very difficult time, it has been amazing and sometimes quite emotional to look at the incredible engagement we have had during this time, our children are extremely fortunate to have had that commitment from you all. Now its time to put your trust back in school – please be assured that when your children return to school, we will continue to do our utmost to keep them safe, ensure that they are happy and provide them with the education they deserve.

It is vital that if anyone in your household has developed symptoms of Covid-19 recently, or if you have had a test (regardless of the result) that you email the school with these details before the children return. This is so that we are clear about who should currently be self-isolating and which children will not be in school. It is also extremely important we continue to follow guidance around symptoms and testing and that if anyone in your household is showing symptoms the whole household must isolate until the ill person is tested and a result has been given. Children should not be in school if their parent/anyone in their household is awaiting a test result.

Please can I remind you of our expectations with regards to drop off and collection times in school (some of these are new so please ensure you have read and understood). I am sorry if this feels like a big list of dos and don'ts but they are really important and designed with the sole purpose of keeping everyone in our community as safe as possible. **Please can you ensure these are shared with whoever it is who picks up/drops off your child.**

During drop off and collection times:

- All adults to wear a face covering at all times when on the school site (unless medically exempt). Some staff will be wearing masks/visors at pick up and drop off times but not during school day.



01670 813463
FAX : 01670 813463
Email : - admin@guidepostringway.northumberland.sch.uk

Mrs Lisa Robson
Headteacher

- Only one adult per family should drop off and collect. This is to ensure the minimum number of people as possible are on the school site
- Follow our one-way system, please do not block one-way system.
- Year One and Two parents to form two queues if waiting to allow others to be able to walk behind.
- Always maintain social distancing. This is relevant both on the school site and outside of school when queueing and leaving. Please do not wait around and congregate after drop off and collection.
- Do not engage staff in conversation unless absolutely necessary. Please use the office to communicate information to staff. Main reception door will not be open to parents unless for emergencies. Either call or email the office and the information will be passed onto the relevant member of staff.
- Parents to remain 2 metres from classroom doors at all times.
- Keep children with you and under control at all times. We want everyone to be as safe as possible and to ensure bubbles do not mix. The children in Years 5 and 6 will continue to be allowed to make their own way from school. We would prefer if children could be dropped off by parents in the morning but if this is not possible, please ensure they do not leave too early as they should not be hanging around the streets and should arrive at school no earlier than their allocated time slot at 8.50am. Please also remind them that they must go straight home from school at the end of the day and not congregate with their friends.

Drop off/ Pick Up times.

Morning drop off times will be unchanged – please do not arrive early, the school gate will be opened 8.45am. Parents must ‘drop and go’ at the door - do not congregate in yard.

At pick up time we have extended time- slots by 5 minutes each – **please familiarise yourself with the new times**. Siblings can still be picked up at the earliest sibling’s slot but please do not abuse this and please be patient with older year groups when picking up earlier than allocated slot.

	Drop-Off	Pick-Up
Year 1 and 2	8.45am	3pm-3.10pm
Years 5 and 6	8.50am	Those picked up 3.10pm-3.20pm Those who walk 3.20pm – 3.30pm
Reception	8.55am	3.10pm – 3.20pm
Years 3 and 4	9.00am	3.20pm – 3.30pm



Attendance

The government has stated that attendance for all pupils is mandatory from Monday 8th March, if your child is poorly this should be reported to the school office daily (as early as possible). Please also remember that lateness also impacts on your child's attendance, we monitor individual's attendance closely and liaise with our local education welfare officer regularly. If we become concerned about your child's attendance you will be contacted by telephone, a letter or a home visit from our School Welfare Officer. If your child's attendance falls below 97% we would like to support you to improve it.

School Uniform

We expect children to continue to follow our school uniform and PE Kit policy. Children can continue to wear their PE kit all day on their PE days. Please contact school if you are struggling with clothing and/or uniform and need our support.

We will have high levels of ventilation in all areas of school so please make sure your child/children come to school with their jumper/cardigan and a coat each day.

We are really looking forward to seeing you all again and please be assured that our absolute priority is the safety of your children and everyone else in the school community as well as ensuring the children are happy in school and receive the very best education that we can provide under these circumstances.

We look forward to seeing everyone on Monday.

Thank you

Mrs L Robson

Head teacher



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