



2nd September 2020

Dear parents

Re: Reopening of KAPS for all pupils on 3rd September 2020

Let me begin by saying we hope you and your families have had a restful summer break.

As we welcome our pupils back to school on 3rd September 2020, we thought it would be helpful to remind you of the following:

- Parents are not allowed on the school site during the morning drop off. During the afternoon pick-ups, parents will be allowed on the school site and are required to wait at the labelled collection point where your child will be dismissed. We kindly ask for your patience during this period. Please note that staff will be around to direct you.
- The school day will start from 7.45am. Nursery pupils will enter the Nursery classroom side door. A teacher will welcome the children into class. They are picked up at 10.45am or at 2.15pm promptly.
- Pupils in Reception, Year 1 and Year 2 will go through the main green gate. This is the normal entrance for pupils. They are picked up promptly at 2.10pm
- Pupils in Year 3 and 4 will go through the main entrance to the building and straight through into the atrium, leading through to the outside of the temple. They will walk into their classroom through the side entrance. They will be escorted to the main entrance and picked up at 2.15pm promptly from Key stage 1 playground.
- Pupils in Year 5 and 6 will line up by the disabled parking point. They will be escorted into the school by the back entrance of the school. At the end of the day you will be required to form a queue as we dismiss each child. Pupils are picked up promptly at 2.25pm by the entrance of the school.
- For Key stage 1 pupils, can you please provide your child with a piece of fruit (only on 3rd and 4th September).
- To report your child's absence can you please complete this link [Absence Link 2020-2021](#)

Please be rest assured that there will be many adults around the school to ensure pupils are safe. I am sure you will appreciate for health and safety reasons parents and carers are not allowed to take their child to the classroom in Year 3, 4, 5 & 6. This is to minimise the number of adults wandering around and therefore reducing viral transmission. Please do not stand around to chat. Leave the school premises as quickly as possible. For ease of reference we have pulled together the timetable below highlighting drop off and pick up times for each year group.

Important to note: If you are driving your child to school, can we respectfully ask you to be considerate in parking and not block our neighbour's driveways.





Year Group	Start Time and Details	Finish Time and Details
Nursery (Morning)	07:45am (drop off at classroom)	10.45am (pick up at the classroom)
Nursery (entitled to 30 hours)	07:45am (drop off at classroom)	2.15pm (pick up at the classroom)
Nursery (Afternoon)	11.15am (drop off at classroom)	2.15pm (pick up at the classroom)
Reception, Year 1, Year 2	07:45am (go through the main green gate)	2.10pm (pick up from Key stage 1 playground)
Year 3 and 4	07:45am go through the main entrance of the building and straight through into the atrium	2.15pm (pick up from Key stage 1 playground)
Year 5 and 6	07:45am line up by the disabled parking point	2.25pm by the entrance of the school
Siblings will go home at the later time.		

We look forward to seeing all of the children once again, and would like to reassure you that the safety of our school community is our priority. We will continue to review the arrangements we have already implemented and update you with any changes as and when we make them.

We hope that these arrangements provide you with the information you need to support your child's return to school. Please continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

If you have any questions or concerns, please do not hesitate to email your child's class teacher (please see email links below):

- KAPSH.Nursery@avanti.org.uk
- KAPSH.Reception@avanti.org.uk
- KAPSH.Year1@avanti.org.uk
- KAPSH.Year2@avanti.org.uk
- KAPSH.Year3@avanti.org.uk
- KAPSH.Year4@avanti.org.uk
- KAPSH.Year5@avanti.org.uk
- KAPSH.Year6@avanti.org.uk

If your enquiry is more general, please email kapsharrow@avanti.org.uk and a member of the Senior Management Team will attempt to answer you as soon as possible. We look forward to greeting your children tomorrow morning.

Yours sincerely,
Senior Management Team

