

Dear Parents,

I am aware that we are in the early days of trialling drop off and pick up procedures. It isn't perfect, but as a staff we are doing our very best to ensure that we can get all of our children into and out of school in a safe and timely manner. Local residents have taken to social media this morning to complain about the lack of social distancing at the gate this morning. Please can I ask that you support us by following the guidelines we have issued:

- If you are dropping off/picking up at the pedestrian gates, please queue in front of the gate, up the drive and around the corner down Archery Rise
- The queue for the vehicle gate should go round on the footpath towards Crossgate
- Please do not queue across the road into Copeland Court
- Only **one** parent to accompany a child
- Only approach the gate at your specified drop off/ pick up time (please wait well away until this time to avoid congestion)
- **Drop/ pick up your child and leave immediately**
- Follow government requirements on social distancing from one another
- Wear a mask if able to do so

Thank you for your co-operation. Together we can make this work.

Mrs H Tait