



HILLINGDON PRIMARY SCHOOL

Learning and Achieving Together

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Week Beginning Monday 7th September

Reminder and Clarification

We are dependent on all members of our school community working together and following our new routines so that we keep each other and mostly importantly the children safe, secure and happy. We appreciate your support, patience and flexibility at what we know continues to be a difficult time. *We appreciated your support and good humour last week - thank-you it made our job much easier and kept us all as safe as possible.*

1. Generally, arrival and dismissal arrangements are the same as Friday. If we make any changes we will make sure we inform you or be ready to guide you on the school site.
2. Year 1 parents who also have a child in Year 3, 4 or 5 can arrive at 8.45 am if you wish to avoid walking the one way system twice. Please do not arrive any earlier. Please drop your Year 1 child off first. Staff will be there to guide you. If you have a child in Year 3C or Year 3QS or Year 6 staff will be there to guide you as to how to get to their drop off point.
3. Year 1 parents who do not have a child in key stage 2 please arrive between 9.00 am and 9.30 am so we continue to space out the numbers on site.
4. Please continue to practise social distancing.
5. Please follow the one way system. We know we need to make some changes to this system and we are working on improving it for parents. It is possible that we may change the one way system and come in the Nicholls Road entrance and out the Uxbridge Road entrance but we are still discussing so please continue to enter via the Uxbridge Road for the moment.
6. Parents who are collecting a number of children from the school site do not have to leave the site if there is a gap in collection times.
7. Please make sure that only one parent/carer/older sibling enters the school site so we minimise the number of parents/carers collecting children.
8. Please say a quick goodbye to your child and leave the premises as soon as possible. All school gates will be supervised. It is important that we minimise the numbers on site. We are hoping that most children will be happy to come into school. However, if your child does become very upset please take them away from their class group or classroom and a member of staff will come and support you. Unfortunately parents/carers can not enter the school building.
9. Please walk to school if possible. It is very important that any car is parked with regard to the law and there is no congestion in the local streets that will cause problems for social distancing. Please park away from the school and walk the last part of your journey if a car is essential. It is important that staff are not distracted by managing traffic/cars and therefore not able to focus on the children.

10. At the beginning of term we are not operating the Breakfast Club or 4.30 Club. However, we are now quickly establishing new routines for the school day and we will start to look at arrangements for before and after school care. Our challenge is to aim to keep the children in their 'bubbles' which means more space and more adults. We will send more information home to parents this week. We promise we will make it a priority and provide parents/carers with a timeframe as soon as possible.

Reminder of the arrangements

- Students must attend school.

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Students must not attend school if:

- They are ill. At present we are not able to give medicines to students as we would normally do unless your child has a long term condition.
- They are showing symptoms of COVID-19.
Symptoms include:
 - a new continuous cough,
 - a high temperature,
 - or a loss of, or change in, your normal sense of taste or smell - anosmia
- Someone in their household is showing symptoms of COVID-19. They should be at home, in line with the [guidance for households with possible coronavirus infection](#).
- They have just returned home from a country that requires you to self isolate for 14 days.
- If in doubt please telephone/email us for support and advice. Please do not come into school. For example, a continuous cough does not mean your child has COVID-19 but if your child attends school and continues to cough we will have to send them home to ensure the safety of others. If it becomes apparent that your child has not self-isolated after a holiday then we will need to send them home. This will cause disruption to other children and staff and additional anxiety. At this stage it is best if we are cautious, we talk on the telephone and decide the best way forward. It may be that a child comes in late once a family is reassured that a cough has gone. As we move forward families and school staff will get better at managing and responding to possible symptoms and we will then be able to minimise disruption to family and school life.

Arrival and dismissal

- Please make sure your child has a raincoat with a hood as they may be waiting to enter the school at the correct time and some of the dismissal points are in the playground.
- Please do not arrive early. Please make reference to the start and finish times below.
- The times have been arranged so that parents with two plus children do not have a long wait. Parents can remain on the premises if they have to wait for a short period. Please continue to practise social distancing.

Year Group	Arrival Time	Dismissal Time
Year 5 and Year 6	8.30 am to 8.50 am	3.20 pm to 3.45 pm If possible we ask parents to collect students between 3.30 pm and 3.45 pm.

Year 3 and Year 4	8.30 am to 8.50 am	3.00 pm to 3.20 pm
Our published arrival time for key stage 2 students is 8.50 am. Our published dismissal time is 3.20 pm.		
Year 2 and Year 1	9.00 am to 9.30 am If you have a child in Year 1 and a child/ren in Key Stage 2 then you may arrive at 8.45 am. Please take your child to Year 1 first.	2.45 pm to 3.00 pm If parents can collect their child by 3.00 pm this would help our dismissal of all children from the school site. However, we are mindful that parents have commitments and teachers will care for your child until 3.15 pm. This is the normal school closing time. Parents who have older children should come at 3.15 pm if it means a long gap before their older child is dismissed.
Our published arrival time for Key Stage 1 students is 9.00 am. Our published dismissal time is 3.15 pm. All students need a packed lunch from home or a packed lunch ordered from our catering company 'The Pantry'.		

I hope this reminder is helpful as we prepare for a full week of school.

To end on some positive news. You will have noticed that the two mobile classrooms have been removed from the Key Stage 2 playgrounds which is wonderful as we now have more playground space for the children. Today Ashley Group building company started work on the site house so that the indoor space we have lost will be replaced by the space in the site house. All the work should be completed in November and we will make sure we provide regular updates and more information on how we will use this space.

Best wishes,



Ann Bowen-Breslin
Principal