



HILLINGDON PRIMARY SCHOOL

Learning and Achieving Together

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Information for the Week Beginning Monday 2nd November

Dear Parents and Carers,

Thank-you to all members of our school community who have worked together and followed our new routines so that we keep each other and mostly importantly the children safe, secure and happy. Over this last half-term, we have appreciated your support, patience, good humour and flexibility at what we know continues to be a difficult time for us all.

Reminder - Footwear - Year 1 to Year 6

Over this half-term we have used the field for break times which we know the children have enjoyed. We intend to use it as much as possible during the Autumn and Winter months. Therefore all children will need a change of footwear. Please continue to provide your child with indoor and outdoor footwear. One pair of footwear should be their school shoes. The second pair of footwear should be a pair of trainers. The trainers may get muddy and therefore we are not recommending that they are expensive. The children will also need black plimsolls for PE when it takes place in the school hall.

Reminder - Book Bags - Reception to Year 6

All children should have a book bag rather than a ruck sack. A book bag can be easily stored whereas a ruck sack takes up too much room in the classroom and does not support social distancing. Book bags do not need to be a school book bag bought from the school uniform suppliers. They can be bought from other shops. They do need to be a similar size and be able to fit into your child's storage tray in class.



A member of the Elliot Foundation Academy Trust

Reminder - School Meals - Reception to Year 6

The cold lunch offer will continue for the second half of the Autumn term so that we can continue to manage the health and safety of children and staff during this period.

At present we are not using the hall as a dining room and therefore the practicalities of moving hot meals from the hall to individual classes is proving difficult if a meal is to arrive on time and remain hot. We are not using the hall as we do not wish to mix large groups of children as they need to remain in their 'bubble'. However, once the site house is completed we will be able to take a new look at the situation as we will have additional space. Our aim is to have hot meals from the beginning of the Spring term, although this will only be if we can find a workable solution.

Black Plimsolls - Reception to Year 6

If you have any black plimsolls that no longer fit and are willing to send them in to school then we will gratefully accept them. Please ask your child to bring them into school in a plastic bag and hand it to their class teacher. Please make sure you remove your child's name. They will be useful to distribute to any child who needs them. We may do a similar collection for wellington boots in the future.

Ventilation in classes - Nursery to Year 6

The COVID-19 guidance encourages us to keep the windows open in the classrooms even during the cold weather. Therefore we are relaxing our school uniform to enable children to wear additional items of clothes to keep them warm. Please ensure your child has additional layers of clothing for school. For example, a vest or t-shirt under their school uniform. As it gets colder non-school uniform jumpers are permissible. Where possible we are aiming to maintain the school uniform but know that adaptations will be needed to keep the children warm. We do not expect parents to buy additional or expensive clothes. The class teachers will discuss this change in school uniform policy with the children. I know that many children are anxious to do the right thing and we will reassure them that changes to their school uniform during the cold weather is acceptable. The staff have also been told that we will relax the school dress code to ensure that they are also warm while working in school.

Dates

Please find included in this email a list of dates for the remainder of the Autumn term. We have had to make changes due to COVID-19 and they do look different to previous years. However, our aim is to ensure that over the school year the children will have the same opportunities and events although we may need to adapt them to ensure we consider health and safety guidance.

Arrival and Dismissal Times - Nursery and Year 6

Now that we have established new routines for arrival and dismissal we are aiming to decrease the amount of time it takes to arrive and dismiss during the next half-term. **Please note the times below. All students now**

need to be in school at 9am. All students in Reception and Key Stage 1 need to be collected by 3.15 pm at the very latest and in Key Stage 2 by 3.20 pm at the very latest.

Please be reassured that we continue to have time slots for arrival and dismissal. Your child should arrive at any time during that time slot. We will be ready to dismiss at any time during that time slot. These time slots have been designed for parents to easily drop off and collect more than one child.

PLEASE KEEP TO THE TIMES SO THAT WE MINIMISE THE NUMBERS ON THE SCHOOL SITE.

In order for us to manage the premises safely we ask the following:

- All parents and children to follow the one way system UNLESS there are exceptional circumstances. If there are exceptional circumstances you must first discuss them with a member of the senior leadership team who is on duty at these times.
- Parents who have a child in Nursery, Reception or Year 1 MUST take their child to these classes **first OR they will need to walk the one way system again.**
- Parents who have a child in Nursery, Reception or Year 1 must collect their child first **OR they will need to walk the one way system again.**

There will be staff on duty at arrival and dismissal times. We are here to provide support and help. Please do ask us if we can help further.

We will carefully monitor the changes we are putting in place. If you have any concerns please do speak with one of the senior leadership team and we will do our best to support. This feedback is important to us as it enables us to continually improve. We are very mindful to make sure the system works for all parents and we know it is important to make sure it works for parents dropping off and picking up children from a number of different locations.

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 make reference to the start and finish times below - it is important we all keep to these times. Changes from this half-term have been colour coded in yellow.**
- 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 Students should come into school at any time during this time slot.	Dismissal Time Parents can collect their child at any time during this time slot.
Key Stage 2 Please do not arrive before 8.30 am.		
Year 6	8.30 am to 9.00 am	3.10 pm to 3.20 pm
Year 5	8.30 am to 9.00 am	3.10 pm to 3.20 pm
Year 4 and Year 3	8.30 am to 9.00 am	3.00 pm to 3.20 pm
Reception and Key Stage 1		
Year 2	8.50 am to 9.00 am	2.45 pm to 3.00 pm If you have flexibility we would appreciate you arriving between 2.45 pm and 3.00 pm. However, if you have working commitments or similar then we will look after your child until 3.15 pm.
Year 1 and Reception PARENTS WHO DO NOT HAVE A CHILD IN KEY STAGE 2	8.50 am to 9.00 am	2.45 pm to 3.00 pm If you have flexibility we would appreciate you arriving between 2.45 pm and 3.00 pm. However, if you have working commitments or similar then we will look after your child until 3.15 pm.
Year 1 and Reception PARENTS WHO HAVE A CHILD IN KEY STAGE 2	8.40 am to 9.00 am The Early Years gate will not be open before 8.40 am. Please do not arrive early.	3.00 pm to 3.15 pm
Nursery children have their own start and finish times depending on their session. These session times have not changed.		

Best wishes,

Ann Bowen-Breslin

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Principal