



Rose Green Infant School
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14th July 2023

DROP OFF AND PICK UP IN SEPTEMBER 2023

Dear Parents and Carers,

I am writing to remind you how drop off and pick up will be from September, because Y2 has a slightly different routine.

Dropping off in the morning

The gates to the playground will be opened **at 8.35am**. A reminder that from September, school will start at **8.45am** and so children need to be in the building and ready to learn before that time.

Reception – As the children are just starting school, parents / carers will be able to take their Reception child directly to the classroom door and say goodbye there. They will not be able to go into the classroom.

Year 1 – If your child is in Ladybird or Butterfly, please take them directly to their classroom door at the front of the school. You will not be able to come in. Children in Hedgehog class will need to be walked around to their classroom door at the back of the school – staff will be on hand to direct you if you're not sure where to go.

Year 2 – For the first week of term, the Year 2 teachers will be waiting on the playground to receive your child. Please say goodbye on the playground so your child can join their class line. You will not be able to speak at length with the teacher at this time, but you will be able to catch them at the end of the day.

From the second week of term, Year 2 will walk to their classroom on their own, with staff supervision on the playground, as we do now. We understand that some children will struggle with this; we ask that you please try and encourage your child to walk without you, but if they need you, we will not stop you. It is our hope that before the end of Year 2 they are fully independent and confident to come into school without their grown-up.

The gates will be shut just before 8.45am and if you arrive after that time, you will need to take your child to the school office and sign them in.

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Headteacher: Mrs Sally Dreckmann BEd (Hons) NPQH



Picking Up in the afternoon

The gates will be opened at 2.55pm. Everyone can come in and walk to the classroom door, where you can wait outside until school ends at 3pm. The door will then be opened and your child will be handed to you. If you wish to speak to a teacher, please wait until after they have seen all the children off.

Please remember, dogs are not permitted on the school site.

I hope that this answers all your questions. If not, please ask!

With best wishes



Sally Dreckmann
Headteacher

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