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Friday 26th January 2024

Dear parent/carers

It was good to meet so many of you at the Parent Café on Wednesday morning. We were so pleased to hear lots of positive comments about the school and the staff – and Olive! I have taken away all your post-it note suggestions and am working towards actioning them.

First up is the change to the pick up and drop off arrangements that many people requested. It was felt that the current arrangements were often dangerous, due to the lack of space on the pavement outside the gate, as well as parents not always feeling welcome in school.

From Monday 29th January, the gates will open at 8.45am as normal, you can enter the gates with your children and make your way to the large playground (see attached plan). I believe this is how pick up worked pre-covid. The class teachers will be on the playground and the children should line up with their teacher as they do at break time. You would have the opportunity to pass on any message to the teacher. If you need a more in-depth conversation, then that would need to be arranged for another time as the whistle will be blown at 8.50am to get children in, coats off and ready for register in class at 8.55am.

We ask that when waiting, the children and their younger siblings remain on the playground and do not use the play equipment. We also ask that parents do not enter the school building by the pupil doors – this is where the cloakroom is situated for Willow class and it will be very congested in that area at the start and end of the day. If you need to visit the office, please exit via the gate and walk round to the gate near the office entrance.

At the end of the day, the gates will be opened at 3.15pm and parents can come into the school grounds and wait on the path in front of the exit doors, as illustrated on the attached document. Please do not stand on the path that leads directly up to the doors, or in front of the doors, as Oak class will exit via this door and Ms Starr will need to be able to see her children's parents for a safe handover.

There may be some teething issues and we may need to make some adjustments, but hopefully this will make things easier and safer for everyone at the start and end of the day.

Kind regards

Mrs J Graver
Headteacher

Ad Meliora Academy Trust Ltd

Registered in England & Wales No. 10270029

Registered office: Greenpark Academy, 9-11 Wensum Way, King's Lynn, Norfolk, PE30 2RE



Morning drop off
8.45am

Afternoon pick up
3.15pm

Entrance

Blenheim Park
Primary School

Lancaster Rd

Lancaster Rd

Stirling Rd

Stirling Rd

Stirling Rd

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