



Nightingale Primary School

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Headteacher: Mrs Hannah Beckett

21 July 2021

Opening and Closing Times

Dear Parents,

Thank you for being patient with us whilst we have been waiting for the additional guidance from the DfE and Hampshire County Council following the Governments announcements and media coverage regarding Step 4 of the road map.

Here at Nightingale, everyone had worked tirelessly over the last year to ensure that the robust control measures have been implemented successfully to keep everyone safe.

In planning for the new term there will be a number of significant changes to how we have been operating over the last year. We will be providing parents with more details on most of these changes in the remaining days between now and the end of term.

The remainder of this email focuses on the changes that will be made to school start and finish times / arrangements in September.

The guidance and ministerial statements in Parliament make it clear that schools are no longer required to minimise the number of people on site through measures such as staggered start / finish times; popular with some and not so popular with others. We have therefore considered a number of factors before deciding on the new arrangements. For example:

- The likely range of parental expectations and preferences post Step 4 of the road map;
- How well the arrangements were working prior to Coronavirus;
- The extent to which we need to manage movement of parents through the school at start and finish times;
- The potential use of exit and entry gates alongside of possible one-way systems;
- Operational matters that are impacted by school day timings such as: support staff contracts, the length of the teaching day, extra-curricular clubs, staff CPD logistics and the Senior Leadership Team's gate duties;

The arrangements set out below were created in consultation with Adrian Davey, Co-Opted Governor, and link for Health & Safety. Adrian is satisfied with these arrangements and is very happy that careful consideration has been given to this important matter. It is the Governing Body's responsibility/duty to set the times for the school day. These proposed changes have been put to the Governing Body and have been approved.

Start of the School Day

Registration for all pupils will be **8:45am**.

- The school gates (Jackdaw Rise, The Children's entrance by our swimming pool and the main gate to the office) will be opened by the site team at 8:30am.
- All entrances to the school and Classrooms will be open from 8:35am. There is no requirement for children to arrive in classrooms until 8.45am.
- Keeping to the left will be encouraged around potential pinch points.
- The office will remain closed to parents in the mornings so we ask that any communications for this team be via the phone or using the email address teachers@nightingale.hants.sch.uk
- A member of the Senior Leadership Team will be on the playground in the morning.
- The gates will be closed shortly after 8:45am to secure the site.
- Children arriving after 8:45am will need to report to the office and will be recorded as late.

Enter school via:

Year R	The gate by the office
Year 1	The external classroom door
Year 2	The external classroom door
Year 3	The children entrance near Mrs Sharp's office
Year 4	The hall
Year 5	The children entrance near Mrs Sharp's office
Year 6	The Huts (Osprey – The children's entrance near Mrs Sharp's office)

Please note that Breakfast Club will now open at the earlier time of **7:35am**.

Changes from Pre-Pandemic

- Doors opening 10 minutes earlier (8:35am compared to 8:45am)
- Official start time for all children is now 8:45 (previously 8:55am)

End of the School day

- The school gates will be open at 3:10pm
- KS1 finish time will be 3:15pm
- KS2 finish time will be 3:20pm
- Gates closed at 3:30pm

Teachers will dismiss their classes in the following way:

Year R	Collection from the gate by the office
Year 1	Collection from external classroom door
Year 2	Collection from external classroom door
Year 3	Collection from small playground
Year 4	Collection from outside the Hall
Year 5	Collection from large playground (independent walkers will be dismissed first)
Year 6	Large Playground (independent walkers will be dismissed first)

Changes from Pre-Pandemic

- Designated areas for collection
- Official finish time is now staggered for Key Stage 1 and Key Stage 2 to allow ease for collection
- Official finish time for Key Stage 1 will be 3:15 (previously 3:30pm)
- Official finish time for Key Stage 2 will be 3:20 (previously 3:30pm)
- A set time for closing the site

We would love to be in a position where we end all the challenges of the 'school run'. However, we realise that plans will not suit all parents in a school as large as ours. What we have done is to try hard to create school day arrangements that will enable parents to come and go quite easily without excessive queueing or waiting, and with some flexibility regarding the start time. We are confident that the arrangements will enable us to operate safely without any obvious discomfort to parents at these busy times of the day.

As a school, we wholeheartedly wish for everyone within our community to go into the summer break healthy and without the need to isolate.

We look forward to seeing you all in September.

Yours sincerely,



Mrs Hannah Beckett
Headteacher

Drop off and collection points

