

Dear Parent/Carer,

Headteacher/CEO The Loxford School Trust
Mrs. Anita Johnson .Ed, NPQH

The school is getting ready to open on **Monday 8th March 2021.**

All arrangements for lessons as well as the staggered start times and end times will remain the same. Students will follow their normal timetable and remain in their “bubble classrooms”.

The school at present will keep these arrangements for the rest of the academic year.

Here is a reminder of the arrangements for your child and their Year Group ‘Bubble’.

Children will be in year group ‘bubbles’ rather than classes- so that they can have lunch & play at the same time. At all other times class bubbles will run in regular class sizes of 30 and mixing of groups minimised.

Start and finish times are staggered for different year groups to allow all children to enter and leave safely. Any families who have more than one child should bring all their children in during their first allocated drop off time. They should also collect all their children during their last allocated pick up time.

Lunch times will be staggered and the playground will be clearly zoned to ensure bubbles maintain their social distancing. Lunches will continue to be eaten in classrooms.

Children will be seated at desks facing forwards to minimise facing each other during learning time.

Start & Finish Times/ Drop off & Pick Up Zones

Year Group	Start Time	Entrance	End Time	Entrance
Reception	8.40am	Reception Gate	2.40pm	Reception Gate
Year 1	8.40am	Main entrance	2.40pm	Main Entrance
Year 2	8.30am	Main Entrance	2.30pm	Main Entrance
Year 3	8.30am	Main Entrance	2.30pm	Main Entrance
Year 4	8.40am	Main Entrance	2.40pm	Main Entrance
Year 5	8.50am	Main Entrance	2.50pm	Main Entrance
Year 6	8.50am	Main Entrance	2.50pm	Main Entrance

Important reminders for the start and end of the day

- It is imperative you arrive on time to drop off and pick up your children. There is a 10 minute allocated slot for you.

- All children should be wearing school uniform.
- Maximum of one parent/carer per family.
- There will be no access to the school office so please call if you need to speak to a member of staff.
- Parent/carers will not be allowed further than the entry gate in the morning drop off period.
- Each child must bring a water bottle with their name labelled clearly on it.
- Children can bring a book bag. Please no toys or any personal items. They should only bring a coat if it is cold.
- Each child should wear their PE kit on the day they do PE.
- Once your child is sent to you by the teacher please leave as quickly as you can so that others can collect children more easily and the area is less congested. Any communication that needs to be made with the class teacher must be done by contacting the office via phone or email.
- All adults collecting children should wear a face mask.
- Whilst waiting to collect your child, please line up against the perimeter fence.
- Please only line up to collect your child at your allocated time.

Breakfast and Tea-time club

Breakfast and Tea-time club will be resume from 8th March 2021 but with limited capacity. Children will remain in year group bubbles in the hall and will be provided with activities to complete at their tables. Numbers are limited and there will be no on the day or emergency bookings.

We are all looking forward to welcoming you back on the 8th March 2021. Please keep checking the school website for further updates.

Kind regards



Mr Hart

Executive Headteacher



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Senior Deputy Headteachers: Mr A Bainbridge, Mr O Curcio

Deputy Headteachers: Mrs. R. Kakkad, Mrs. A. Mathurin, Miss L Roberts, Mr D Thurairasasingam

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