



Hale Nursery and Primary Academy
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Farnham
Surrey
GU9 0LR

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2nd March 2021

Plan for all children returning to school on Monday 8th March

Dear Parents and Carers,

Starting on **Monday 8th March** we would like to return to our existing drop off and collection system. We will be allowing parents to come on to the school site in a clear one-way system. In order for this to work we would ask that you:-

- Please wear a mask on site, unless you are exempt;
- Maintain a 2M social distance whilst on the school site;
- One parent only to drop off and pick up;
- You do not stop on the routes around the school causing a blockage;
- You arrive at the time given to your youngest child's year group, not before;
- You drop your children to their classroom and leave the site immediately;
- Please do not come down the steps from the infant block to the playground;
- Whilst you are waiting on site, you do not allow younger siblings to use any play equipment, benches or gazebos as these have been allocated to specific bubbles to use;
- You collect your children in age order, starting with the youngest first, we have reviewed the timings to make this possible (apart from Year 2 who must still be collected first!);
- You have a choice of two exits, back through the green car park gates or out through the main gate on to Alma Lane;
- Please do not come into the school office, if you have messages to give or require information please call or email admin@hale.kite.academy;
- No dogs are allowed on site.

From Monday 8th March:-

Nursery

NO CHANGE to the times you come on site or to the gate that you use.

Drop off at 9.00 am Collect at 3.00 pm (Wednesday 12.00pm)



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Reception

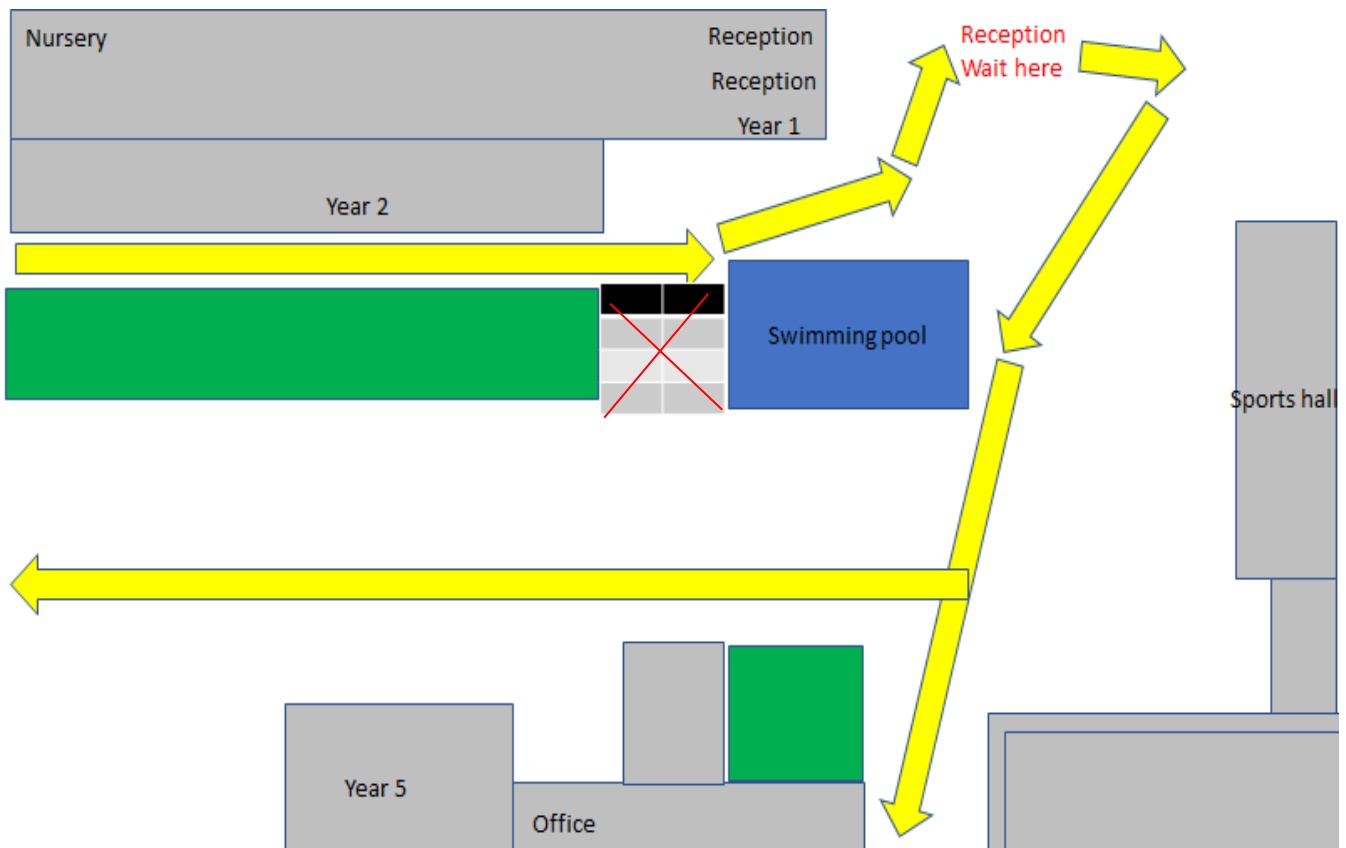
Drop off at 8.50 am

Collect at 3.15 pm

Friday collection time 1.10pm

Parents and children come on to the site through the car park barrier and then the small green gate by the corner of Nursery, follow the arrows (see map below) round to the classroom, drop children to the classroom gate where the teacher will be waiting. Walk to the back of the playground and follow the path down and around the swimming pool. You have the choice of two exit gates, either through the main gate or back along the bottom of the playground to the double green gates.

Collection please follow the same route and wait (2m distanced) outside the classroom fence, then follow the same routes off site.



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Year 1

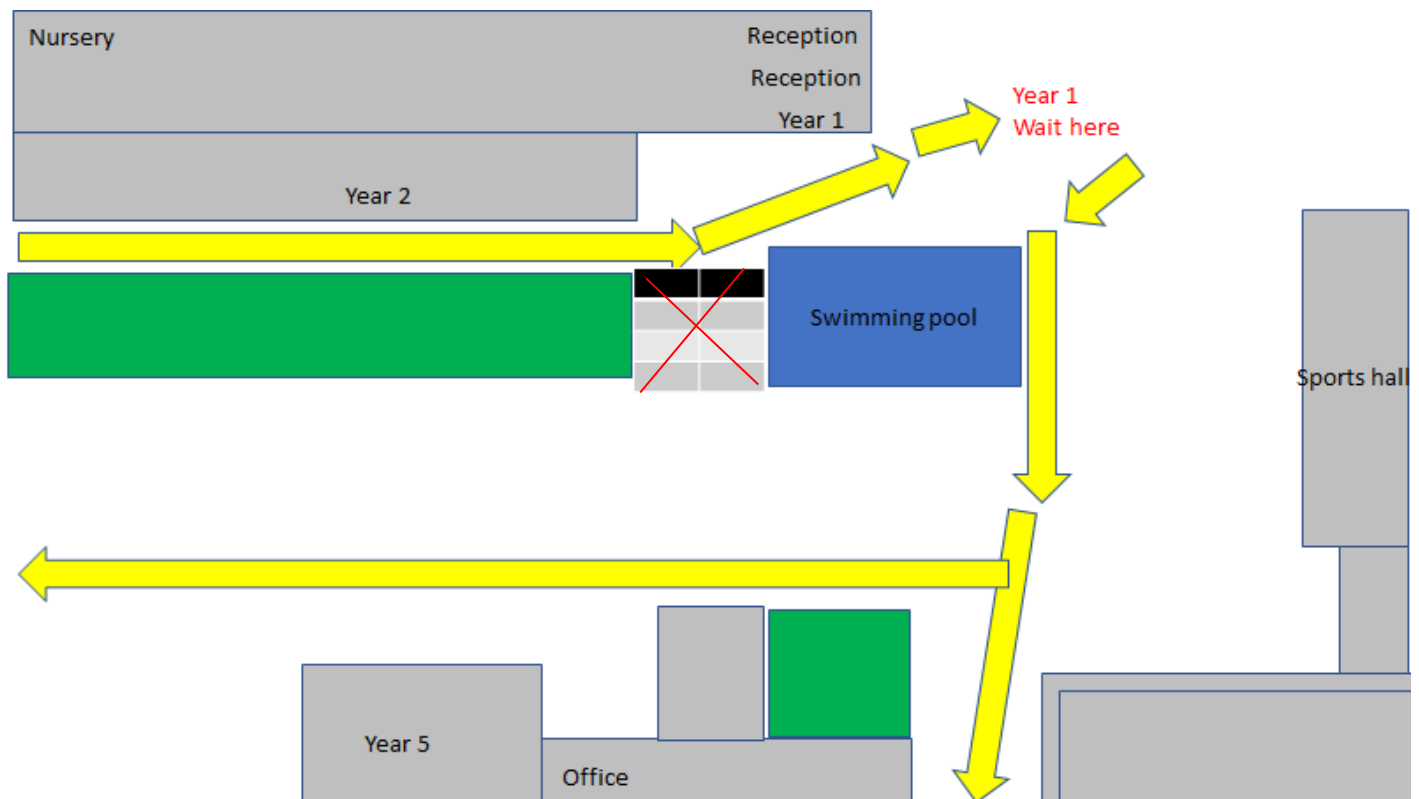
Drop off at 8.45 am

Collect at 3.10 pm

Friday collection time 1.00pm

Parents and children come on to the site through the car park barrier then the small green gate by the corner of Nursery, follow the arrows (see map below) round to the classroom, drop children to the classroom gate where the teacher will be waiting. Walk to the back of the playground and follow the path down and around the swimming pool. You have the choice of two exit gates, either through the main gate or back along the bottom of the playground to the double green gates.

Collection please follow the same route and wait (2m distanced) outside the classroom fence, then follow the same routes off site.



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Year 2

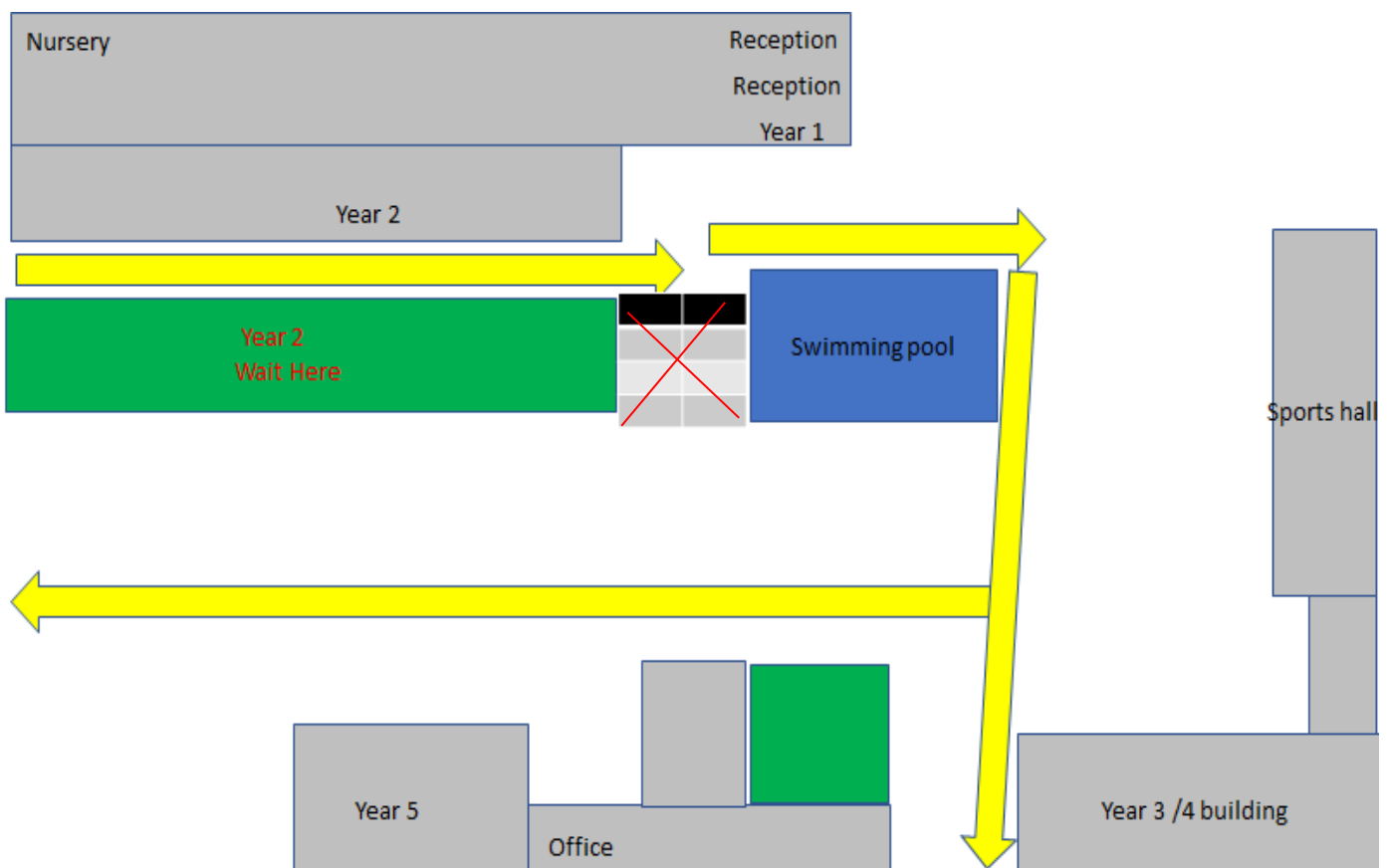
Drop off at 8.40 am

Collect at 3.10 pm

Friday collection time 1.00pm

Parents and children come on to the site through the car park barrier then the small green gate by the corner of Nursery, follow the arrows (see map below) round to the classroom, drop children to the classroom door where the teacher will be waiting. Please ensure the path stays clear for other parents as Year 1 and Reception parents will need to come past. Follow the lower path down and around the swimming pool. You have the choice of two exit gates, either through the main gate or back along the bottom of the playground to the double green gates.

To collect your children, follow the same route but wait outside the Year 2 classroom on the grass area. Children will be released from class to meet you.



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Year 3

Drop off at 8.40 am

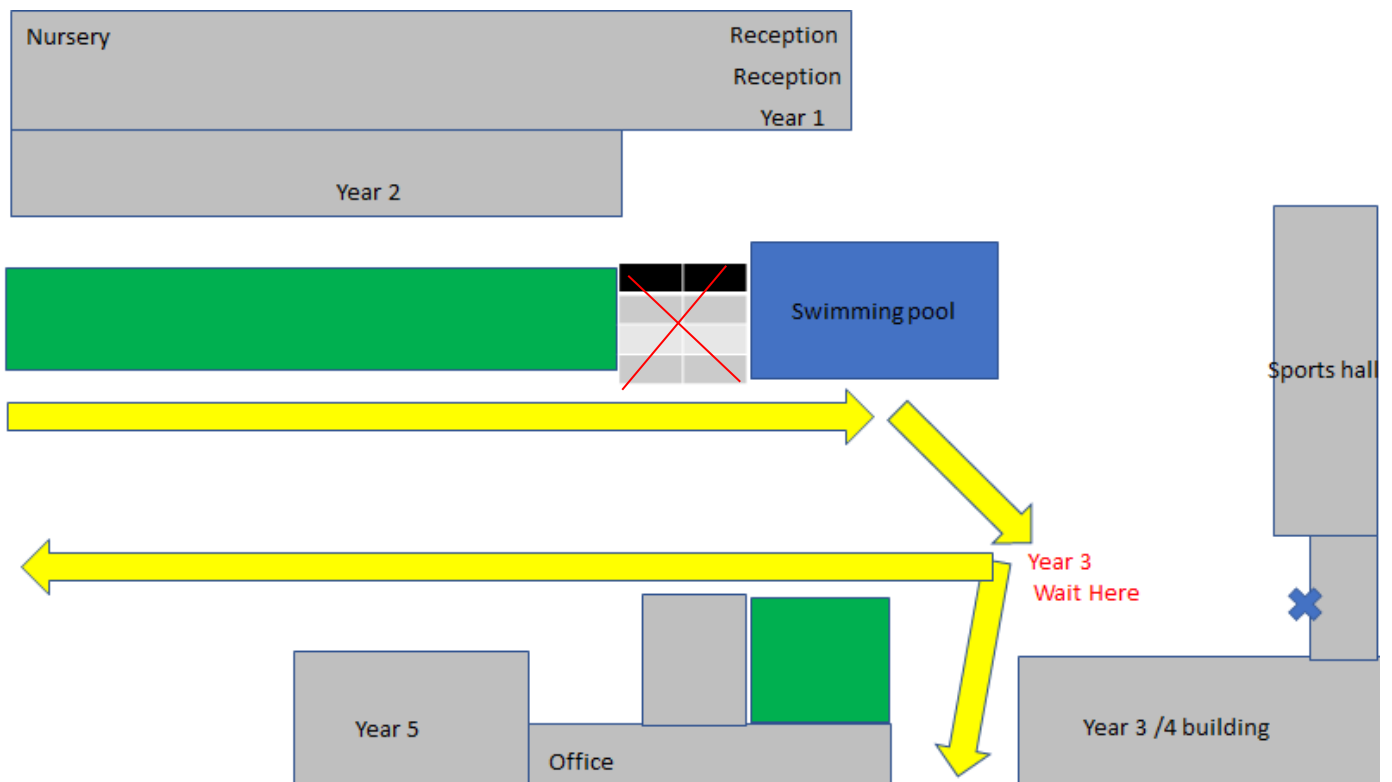
Collect at 3.15 pm

Friday collection time 1.10pm

Parents and children come on to the site through the car park barrier then the double green gates - stay to the top of the playground and walk straight through the playground towards the sports hall (see map below). Children will enter through the green doors by the sports hall, where a staff member will be waiting. You have the choice of two exit gates, either through the main gate or back along the bottom of the playground to the double green gates.

To collect your children, follow the same route but wait outside the Year 3 / 4 building children will be brought out to meet you there.

Please do not block the path way out of the school and please make sure you keep your 2m distance whilst on the playground.



Year 4

Drop off at 8.50 am

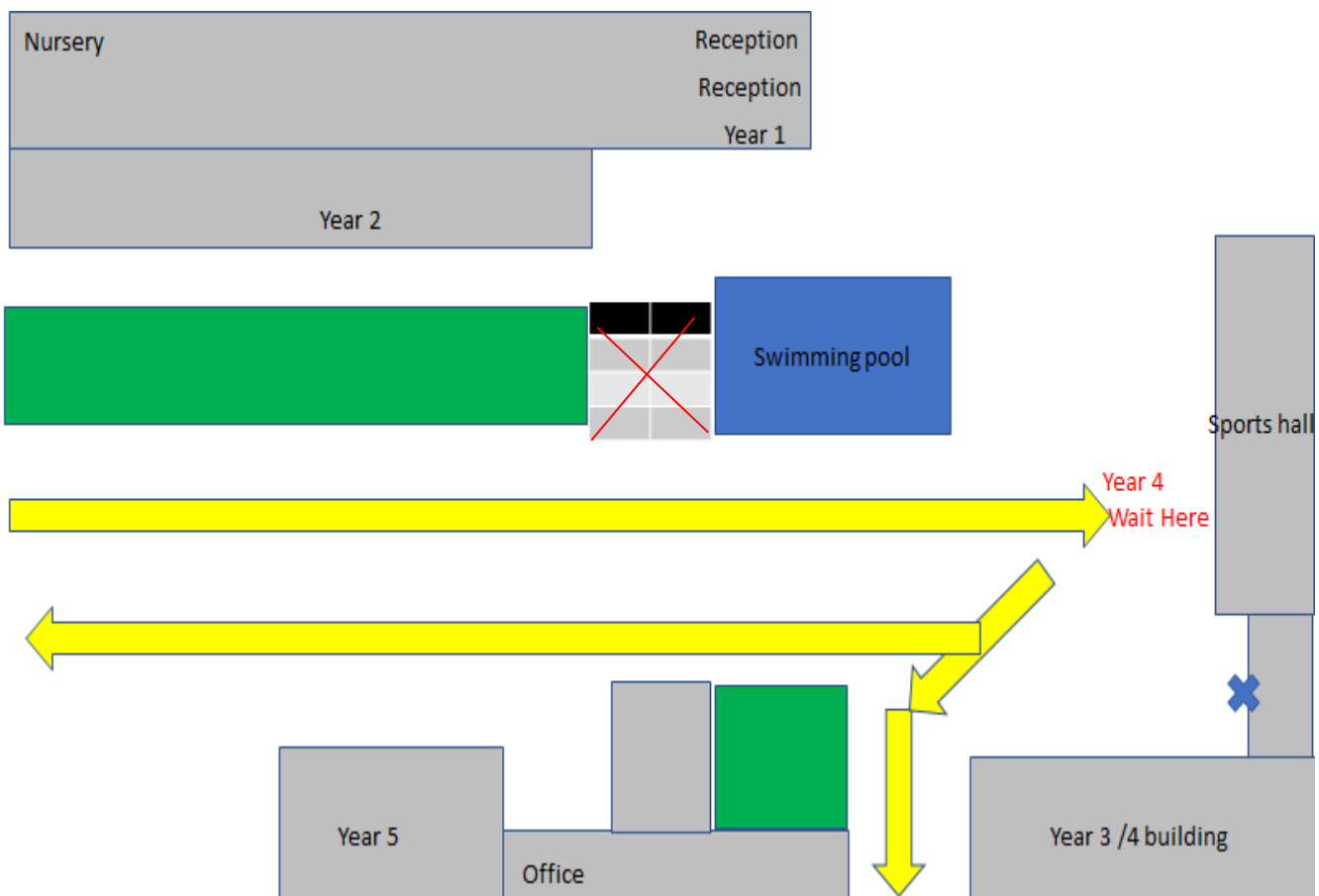
Collect at 3.20 pm

Friday collection time 1.15pm

Parents and children come on to the site through the car park barrier then the double green gates - stay to the top of the playground and walk straight through the playground towards the sports hall (see map below). Children will enter through the green doors by the sports hall, where a staff member will be waiting. You have the choice of two exit gates, either through the main gate or back along the bottom of the playground to the double green gates.

To collect your children, follow the same route but wait outside the sports hall building, children will be brought out to meet you there.

Please do not block the path way out of the school and please make sure you keep your 2M distance whilst on the playground.



Year 5

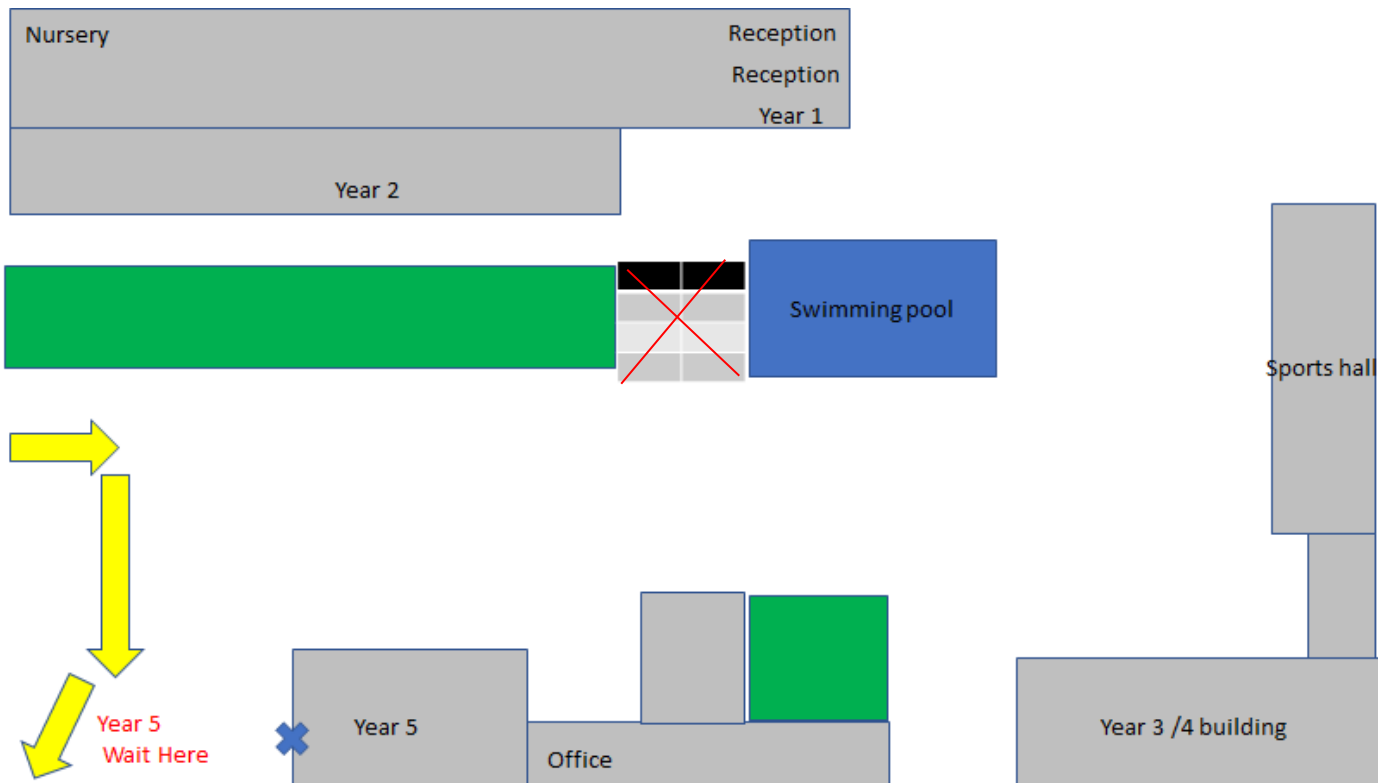
Drop off at 8.55 am

Collect at 3.20pm

Friday collection time 1.20pm

Parents and children come on to the site through the car park barrier then the double green gates, cross over the playground (see map below) and drop the children at the year 5 door, where a staff member will be waiting. You can then exit either through the small gate at the side of the playground or back out of the double green gates.

To collect your children, follow the same route but wait outside the Year 5 building children will be brought out to meet you there.



Year 6

Come in/out through the side gate opposite Tesco Metro

Cambridge Class

Drop off 8.45 am

Collect at 3.30 pm

Friday collection time 1.00pm

Oxford Class

Drop off 8.35 am

Collect at 3.20 pm

Friday collection time Oxford 1.10 pm

All Year Groups

If you have more than one child in more than one year, please follow the route and come on site at the time given to your youngest child (with the exception of Year 2). Follow the route for your youngest child and you should then be able to continue to follow the route round to get to all of your children's drop off and collection points.

If you have a child in Year 2 you must drop them to their classroom first otherwise our one-way system will not work.

This will only work if everyone sticks to their allotted timings. Please don't be late or early!

Thank you in advance for your support and patience. If you have any queries regarding the return to this system please contact admin@hale.kite.academy

Kind regards,

Clare Freeman
Academy Head



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