



News from Long Preston Endowed Primary School



Dear Parents, Carers, Pupils and Friends

We are excited to be making some changes to our drop off and collection routine! We hope that by doing so, there will be more opportunity for us to catch up and interact. Please don't hesitate to let us know what works well and if there are any other suggestions/ alterations that we could try. These changes will commence from **MONDAY 11th December.**

Mrs Maddocks (Executive Headteacher), Miss Mounsey, Mr Wiseman and the Long Preston Team.

Robins and Wrens

(Nursery, Reception & Year One)

Children will now enter and leave school via the top gate (through the car park)

The gates will open at 8.45.

Staff will be waiting to greet children and parents at the conservatory door.

From here, children will enter the classroom independently to hang their coats and begin their day.

At the end of the day, the gates will open at approximately 3.25pm. Parents are welcome to wait on the yard from this time.

Children will be dismissed by the class teacher or TA via the conservatory doors.

Starlings and Owls

(Year Two, Three, Four, Five and Six)

Children will now enter and leave school via the main playground gates (the usual ones)

The gates will open at 8.45

Staff will be waiting to greet parents and children on the path leading up to the entrance (or under the cover if it's raining!!)

Please accompany children around the corner so that they are handed over to staff safely.

At the end of the day, the gates will open at approximately 3.25pm. Parents are welcome to wait on the yard from this time.

Children will be dismissed by the class teacher or TA from these sides. Starlings will be dismissed from the left and Owls from the right.

Starlings



Owls



Please can parents wait just below in the playground

Siblings... (what to do if your children are due to be collected or dropped off in different places)

Drop Off – Please drop **OLDER** children at the main gates before making your way up to the Robins and Wrens classroom.

Collection – Please collect **YOUNGER** children **FIRST**. Staff will supervise older children from (Y2 – Y6) until handover.