



Update on new arrangements while building improvements are taking place

Dear Parents/Carers,

Welcome back after the half term break!

Thank you for bearing with us as we have put into place our new arrangements for entry and exit into and out of school. I'm pleased to say that our practices of getting all the children into school off the playground have worked very well. However, as you know, using the gate on Sandringham Road as the main gate has been problematic. Therefore, please also use the front entrance on Sneinton Boulevard through the dining hall. We will also be able to open the gate on Lyndhurst Road from tomorrow to give us a third entry/exit point.

These three gates will be available at the beginning and end of the day. In the morning, the gates will be closed at 9:05am, after this time, entry into the school can only be gained through the front of the school and by signing in with the office as usual. Collecting children during the school day, such as at lunchtimes, should also be from this Sneinton Boulevard entrance. Please press the buzzer and the office staff will be able to let you in. There is also a doorbell you can ring and you can speak to someone in the office through the clear window.

Breakfast club should now be accessed through the front gate or through the cloakroom doors into the dining room accessed from the playground (not through the Early Years Unit entrance as previously suggested). A member of staff will be in the dining hall to greet children and the club is now temporarily held within the Early Years Unit.

As explained in my previous letter, there is a member of the office staff at the back door to ensure that children who attend early morning classes can be let into school. In my last letter, I stated that clubs would be dismissed from the back of the school. On reflection, so that we can lock the back gate after school has finished, children will be dismissed from the front. They will wait in the dining hall and you can collect them from there via the front gate entrance.

Despite sending out a letter, using Twitter and putting my letter on the website, the changes still came as a surprise to some parents. Having given this a great deal of thought, I have decided that we will send out a text to let you know that a letter will be coming out that day, so you know to ask your child for it. We have sent a text out today about this letter.

Many thanks for your support and patience regarding the current arrangements. I will keep you posted if we have to adjust our routines as the build continues and if new issues arise. It will all be worth it in the end when we have a much safer, better entrance to the school.

Teresa Shrestha  
Headteacher