

June 9<sup>th</sup>, 2020.

## Re:- Welcoming Back More Pupils from Tomorrow – Keyworker Children in Y2 - Y6

Dear Parents,

I hope that you are well. I am writing to you again with additional detail about the school opening to more pupils from tomorrow. What follows, will tell you everything you need to know for bringing your child to school from tomorrow. This includes the timings, locations and routes. Please share the details with your child so that they know exactly what to expect when they arrive at school.

### Drop off, Collection Points and Timings

#### Keyworker Children – Y2 – Y6

Drop off and collection point – the side gate on the grass area near the fountain

Times:- Group 5 8.25 – 8.35am and collected at 2.55 – 3.05pm

Group 6 8.35 – 8.45am and collected at 3.05 – 3.15pm

Friday collection times only

Group 5 – 11.50am – 12.00pm

Group 6 – 12.00 – 12.10pm

*(You will be sent a text later this afternoon to indicate which group your child is in.)*

At the start of the day, the children will be met at the side gate by a member of the Leadership Team and your child's teacher or teaching assistant will be waiting for them at the door of either the Year 5 or Year 6 classroom where the keyworker groups have been taught throughout. Children will apply some hand sanitiser on coming through the gate. We will require you to leave your child at the gate and parents will not be allowed on site unless there is an emergency.

In order for our system to work and for us to keep everyone safe, it is important that you follow these simple guidelines.



**Ilsham C of E Academy**  
Ilsham Road, Torquay,  
Devon, TQ1 2JQ  
**T:** 01803 292313 **E:** [ilsham@lapsw.org](mailto:ilsham@lapsw.org)  
**W:** [ilsham-lap.co.uk](http://ilsham-lap.co.uk)



# TOGETHER WE EMPOWER EXCELLENCE



When dropping your child off, please look for the orange markers on the railings. These are 2m apart and these will allow you to queue safely with your child.

Once you have dropped your child off at the side gate, please be careful not to walk along the front of the school where other children will be queuing with their parents.

At the end of the day, please queue at the same place and we will call you forward to collect your child safely.

Please note the timings of the day for your child – it is important that everyone sticks to these. Could we also ask that only one parent does the drop off and pick-up each day? Thank you for your support with this.

#### *Breakfast and After School Club*

From tomorrow onward, there is no capacity to provide breakfast and after school club provision.

#### *Items in school*

The only permitted items in school will be packed lunch boxes and drinks bottle. Please leave all school bags, toys and equipment at home. Thank you for your support with this.

#### *Communication with the school*

As parents will not be permitted onto the school site except in an emergency or by appointment, please contact the school office or use the MyEd app to keep in contact. If you need to speak to your child's teacher or teaching assistant, please phone the school office.

As ever, I thank you for your continued understanding and support and if you have any questions, please do not hesitate to ask.

Best wishes,



Miss D Ryan  
Head of Academy