



24<sup>th</sup> September 2020

Dear Parents,

**We are pleased to announce that the construction of our new building will start on Monday 28<sup>th</sup> September 2020. This means that some children will now need to enter and leave the building from different entrances/exits. Please see the information below which gives you details of the entrance and exit for each year group. All gates will be clearly marked.**

**Drop off and collection changes from Monday 28<sup>th</sup> September**

- Continue with social distancing: Please stay at least 1m away from other members of the Springfield Community. 2m is best.
- Please be patient when waiting to collect your child.
- We cannot enforce the wearing of face coverings. However, if you are able to wear a face covering when collecting children, we would be grateful.
- Stick to the timings for arrival and dismissal. Please do not arrive early or late.
- Please use both sides of the pavement on College Road. There are two pedestrian crossings - please use them to cross the road safely.
- If you have a child in Year 5 or Year 6 and you would like them to walk home alone or to meet you at another gate, you must notify us in writing.

## Nursery – EYFS GATE

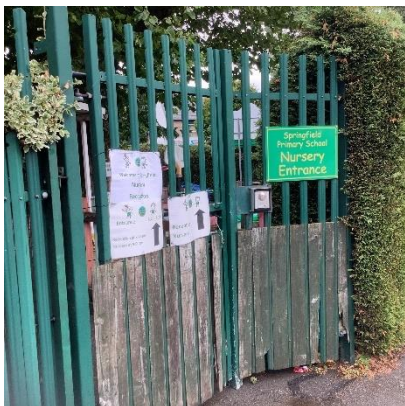
Please drop off children at **8.50am** at this gate:



Please collect children **between 3.05pm and 3.15pm** at the same gate.

## Reception – EYFS GATE

Please drop off children at **8.40am** at this gate:



Please collect children **between 3.15pm and 3.25pm** at the same gate.

## Year 1 - COLLEGE ROAD GATE 2

Please drop off children at **8.40am** at this gate on College Road, it will be marked **College Road Gate 2**:



Please collect children **between 3.10pm and 3.20pm** at the same gate.

## Year 2 - COLLEGE ROAD GATE 2

Please drop off children at **8.50am** at this gate on College Road, it will be marked **College Road Gate 2**:



Please collect children **between 3.20pm and 3.30pm** at the same gate.

**Year 3 – COLLEGE ROAD GATE 1**

Please drop off children at **8.40am** at this gate on College Road:



Please collect children **between 3.10pm and 3.20pm** at the same gate.



## Year 4

Please drop off children at **8.50am** at this gate on Springfield Road. It will be marked **SPRINGFIELD ROAD GATE**:



Please collect children **between 3.20pm and 3.30pm** at this gate on College Road. It will be marked **COLLEGE ROAD GATE 1**:



## Year 5

Please drop off children at **8.50am** at this gate on College Road. It will be marked **College Road Gate 1**:



Please collect children **between 3.20pm and 3.30pm** at this gate on Stratford Road. It will be marked **STRATFORD ROAD GATE**:



## Year 6

Please drop off children at **8.40am** at this gate on Springfield Road, it will be marked **SPRINGFIELD ROAD GATE**:



Please collect children **between 3.10pm and 3.20pm** at this gate on Stratford Road, it will be marked **STRATFORD ROAD GATE**:

