

Dear Children and Parents

School will be open again from Tuesday 8th September for reception children and we can't wait to meet you all.

Drop off and collection

Reception - September 2020 - Week 1 (8.9.20)

Each phase will create 4 bubbles across the school. Your child's bubble is the **Reception Bubble**. To help with this in the mornings and at the end of the day we ask you to come into school via **Entrance B** (See picture 1 on the next page) at your allocated time (Below).

During Stay and Play sessions come to **Entrance B** and buzz the office. Say that you are here for the reception Stay and Play sessions. Once you have reached the Reception doors (See picture 2 on the next page), please leave via the main gates **Entrance B** (You will need to buzz the school office so they can let you out of the school grounds). When picking up your child, just do the same thing. You can arrive and pick up at the times provided in the table below.

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
06	07 Inset Day	08 Stay and play	09 Stay and play	10 Stay and play	11 Stay and play	12
		Red group 9:15 – 11:00	Blue group 9:15 – 11:00	Green group 9:15 – 11:00	Yellow group 9:15 – 11:00	
		Yellow group 1:15 – 3:00	Green group 1:15 – 3:00	Red group 1:15 – 3:00	Blue group 1:15 – 3:00	

Reception – September - Week 2 (WC – 14.09.20):

If your surname begins with:

	Child's Surname	Year Groups	Entrance and Exit to school	Start Time	Finish Time
Monday 14 th September – Wednesday 16 th September Mornings ONLY	A, B, C, D, E	Reception	Entrance B (See pictures 1, 2, 3)	8:40 – 8:50	11:30 – 11:40
	F, G, H, I, J, K, L,	Reception	Entrance B (See pictures 1, 2, 3)	8:50 – 9:00	11:40 – 11:50
	M, N, O, P, Q, R, S, T, U, V onwards	Reception	Entrance B (See pictures 1, 2, 3)	9:00 – 9:10	11:50 – 12:00

Thursday 17 th September – Friday 18 th September Mornings and Lunch Only	A, B, C, D, E	Reception	Entrance B (See pictures 1, 2, 3)	8:40 – 8:50	12:30 – 12:40
	F, G, H, I, J , K , L,	Reception	Entrance B (See pictures 1, 2, 3)	8:50 – 9:00	12:40 – 12:50
	M, N, O, P, Q, R, S, T, U, V onwards	Reception	Entrance B (See pictures 1, 2, 3)	9:00 – 9:10	12:50 – 1:00

e.g. My name is Mr Kerr – his surname is **K**err, so he would come into school through entrance B at **8:50am**. He would walk around to the doors in picture 2 and then leave through the school carpark and exit there (Picture 3) at **12:40pm**. (Note – exiting school is different to week 1, Stay and Play sessions)

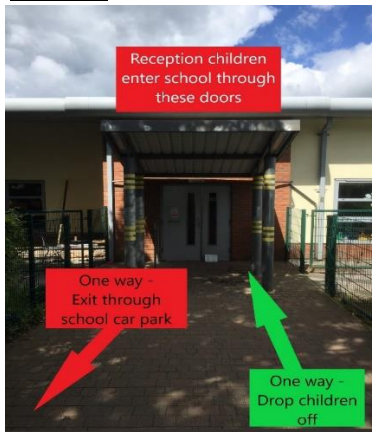
Reception – September - Week 3 (WC – 21.09.20):

	Child's Surname	Year Groups	Entrance and Exit to school	Start Time	Finish Time
In Full-time	A, B, C, D, E	Reception	Entrance B (See pictures 1, 2, 3)	8:40 – 8:50	2:50 – 3:00
	F, G, H, I, J, K, L,	Reception	Entrance B (See pictures 1, 2, 3)	8:50 – 9:00	3:00 – 3:10
	M, N, O, P, Q, R, S, T, U, V onwards	Reception	Entrance B (See pictures 1, 2, 3)	9:00 – 9:10	3:10 – 3:20

Picture 1



Picture 2



Picture 3



To stop the bubbles being broken, we ask that you walk (only one adult is allowed to drop off and collect, to help with congestion and social distancing) round to the doors in picture 2. Say goodbye to your children at the doors and the teachers will show them to their classroom. You need to leave the school through the school carpark (See picture 3). There will be a path on the ground to help. This will remain the same every day until we are asked to change it, even in bad weather, so please make sure your children wear their coats, especially if it is a rainy or a cold day.

Breakfast club will NOT be in the hall but provided in the classroom and will consist of bagels and cereal.

At collection time, come to Entrance B, at the allotted time and the gates will be open. Make your way around to the reception doors (Picture 2) where the teachers will meet you. To stop any blockages at the doors please can you greet your children and move away from the school doors straight away and leave via the school car park. Initially no bikes or scooters will be allowed into school. (Note – exiting school is different to week 1, Stay and Play sessions)

Hygiene

We will ask your children to wash their hands and use hand gel during the day, we will open the windows to ensure we have plenty of fresh air. There will be plenty of tissues in the classroom, and we will expect the children to catch any sneezes, coughs where possible and then bin the tissues. It is important to have a conversation with your child about trying to give others space, not to touch other people and sit really close together for a long time.

Other belongings

Children need to wear CLEAN school uniform where possible. Break times and lunchtimes will be outside, even if it is cold or raining, so make sure you send your children with a coat with a hood on wet or cold days. Where possible, it should be a coat with a hood (and a hat if it is cold/warm) and if it is a really hot day apply any sun cream before school. Children can bring book bags but no other bags, your teachers will tell you which days you need to take home reading books. Please do not bring any toys or extra belongings into school.

PE

Please see your class page on the website for the days you have PE e.g. <https://www.cookridgeprimary.co.uk/children/classes/eyfs/> (Check in September). On your PE day, please come to school dressed in PE kit with appropriate footwear and layers. Remember your child’s team is as follows:

If your child’s surname begins with:

A, B, C : **RED**

D, E, F, G : **YELLOW**

H, I, J, K, L, M, N, O, P : **BLUE**

Q, R, S, T, U, V onwards : **GREEN**

Lunchtimes

Your children can bring in a packed lunch or have a FREE school dinner. Please can you inform the school if you wished to have a packed lunch. Please bring a named filled water bottle as our water fountains are out of action. Lunchtime will be slightly different – Children will have a slot in the hall where adults will serve them instead of self-

service, then the adults will clean down the tables for them – LUCKY them! They will be told which part of the playground they can go on and which equipment they can use.

If you have any questions or worries now, please contact the school office on info@cookridge.leeds.sch.uk.

Take care and stay safe - remember 'Together We Achieve the Extraordinary'

Mrs Hunter and the Cookridge Team