



PARK HILL PRIMARY SCHOOL

LOWER EASTERN GREEN LANE, COVENTRY - CV5 7LR
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Headteacher: Mr P Griffin

Dear parents/carers,

Buddies update

We are really pleased this year that we will operate three separate Before and After School Club provisions across school in order to cater for the growing numbers of families requiring this care.

Pre-school buddies - this is for children who attend Acorns or Oaks and is held in our Oaks room.

Mini buddies - this is for children in Year groups Reception, Year 1 and Year Two and will ordinarily be held in the Studio hall. **In September this will be in the main school hall.**

Buddies - this is for children in year groups 3,4,5 and 6 and will be ordinarily held in the Buddies hut. **In September this will be in the Studio hall and Year 5/6 classrooms.**

In line with getting all children back to school we have been busy creating a plan that will enable us to safely open our Before and After School Club provision in line with the date children return to school. This will include separate staff, bubbles, toilet, equipment etc.

Please note that for Acorns, Oaks and Reception Before and After school provision will begin from Monday 14th September when all 'normal' sessions begin.

In order to ensure we have an appropriate number of staff; a high level of cleaning can still take place and we can safely see children on and off the school site the following measures have been put in place.

- Pre-School buddies will still take place in Oaks and drop off will be 7:40am only for all Acorns or Oaks children and this will be via the grey gate from the lane at the side of the school (off Lower Eastern Green Lane). This gate will be closed at 7:45am.
- Mini buddies will take place in our main school hall.
- Buddies will take place between our studio hall and Year 5/6 classrooms.
- All children will be kept in a bubble with their year group and where needed spaces will be physically split.
- Children have been given a drop off and collection time - these times will need to be kept to and **you will not be able to collect before or after these times.**
- There will be additional time dedicated to cleaning the areas to a high standard.
- Children will still be able to have their breakfast at Before School Club and 'tea' (snack) at After School Club. The menu may vary, and this will be communicated in September.
- Children will still have access to age appropriate activities during these times. Resources that can be easily cleaned will be used and the activities will remain within the 'year group bubble'.

- If you have siblings in different year groups (from Reception to Year 6) please send the oldest child/children in with the youngest child, at their start time, using their entrance (older children will then make their way to their bubble); you will also be able to collect any older siblings at the time stated to pick up your youngest child.

Below is an important grid with the information you will need for when we do open school to all pupils including opening our Before and After School Club.

	Drop off time	Collection time	Entrance/exit	Base
Pre-school buddies - Acorns and Oaks	7:40am	5:10pm	Oaks classroom via the lane gate	Oaks classroom
Mini buddies - Reception Year	7:30am	5:00pm	Via the main school office	Main school hall - section 1
Mini buddies - Year One and Two	7:45am	5:15pm	Via the main school office	Main school hall - section 2 and 3
Buddies - Year Three	7:30am	5:00pm	Via the studio side door (off the main drive)	Studio section 1
Buddies - Year Four	7:45am	5:15pm	Via the studio side door (off the main drive)	Studio section 2
Buddies - Year Five	7:30am	5:00pm	Via first gate on main drive	Year 5 classroom
Buddies - Year six	7:45am	5:15pm	Via first gate on main drive	Year 6 classroom

In order for this to work safely, we need everyone to adhere to the strict drop off and collection times. No provision can be provided outside these times.

We hope that you find this information reassuring and useful. Following the next government announcement on 11th August there will be more information to follow and if you have any questions there will be information around who to get in contact with and when.

I would like to take this opportunity to wish you all a lovely summer and look forward to hopefully seeing you in September.

Kind Regards

Miss Norcliffe

Deputy Head Teacher, Park Hill Primary School