

Grateley Primary School

Grateley, Andover, Hampshire, SP11 8JS

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Website: www.grateley.hants.sch.uk

Head Teacher: Mrs R Dance

Deputy Head: Ms A. Allonby

Admin Officer: Mrs S. McNair



A School where every child becomes a lifelong learner and realises their potential.

Keeping parents informed of the School's new events and important information

Friday 29th May 2020

Dear Parents and Carers,

I hope that you are all safe and well. I do hope that the phased re-opening documentation that was sent out last Thursday has enabled you to feel confident in the plans and organisation for those children and staff returning to school next week.

Please find below the drop off and collection procedures that we ask you to follow to ensure that we are following all social distancing and government guidelines. **Please ensure that you keep to the allotted time slot and that only one adult collects and drops off.**

There will be members of staff to help you while you get used to this new way of working- please just ask if you are unsure.

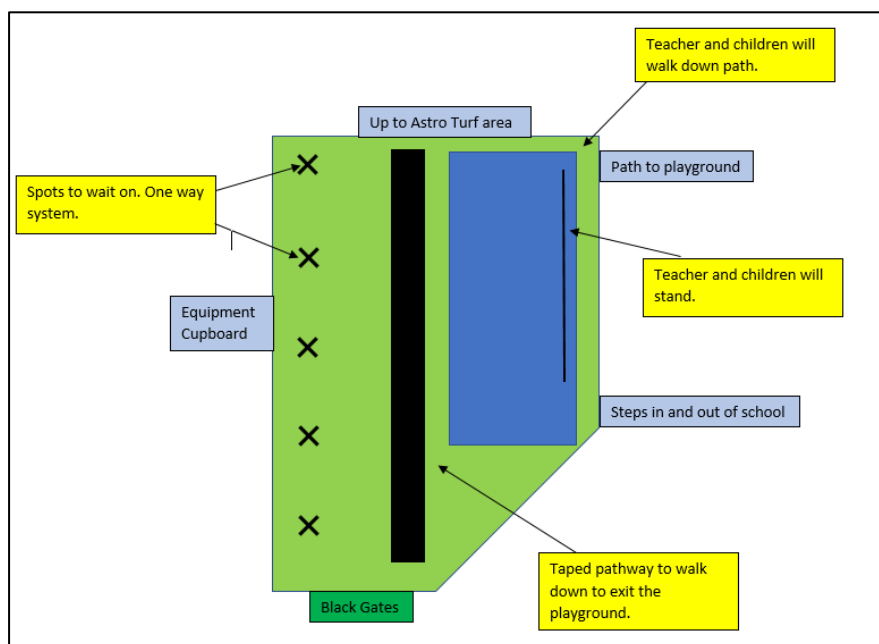
Morning Drop Off

Time	Year Group	Where and how?
8:30 – 8:40am	Reception	Playground – 1 parent to drop off at the playground gates and leave. Mrs Dance will be at the gate to welcome the children into school. The children will need to use antibacterial hand gel and have their temperature taken by Mrs McNair. Once they are in the playground their bubble teacher will be waiting on the blue section of the playground, and will direct them to stand on a spot. Once all of the children are on their spot, the teacher will lead them into the school building ready to start the day.
8:40 – 8:50am	Year 1	
8:50 – 9:00am	Year 6 and Key worker children	

After School Collection

Time	Year Group	Where and how?
3:00pm	Reception	Playground – 1 parent walk into the playground through the gates and stay to the left, line up on the spots marked out (there will be enough spots for each adult). First on the playground to the furthest spot, then the second to the next spot etc. Children will be brought out by the teacher and told to walk to the parent. Use the taped pathway to exit the playground, ensuring that you all remain 2 metres away from other adults and children. Siblings we will organise going out with the youngest. Please see the diagram below.
3:10pm	Year 1	
3:20pm	Year 6 and Key worker children	

After School Collection Diagram



Please remember that we will not be able to have any face to face contact with parents at this moment in time. If you have any questions, concerns or need to speak to myself, the bubble teacher or the admin team, then contact us by e-mail or telephone.

The Department for Transport has issued advice on how parents and pupils can travel to school safely as part of the #TravelSafely campaign. Resources have been developed to ensure that parents, pupils and staff have the information they need to stay safe on the public transport network. This includes information developed in collaboration with respected partners on how to cycle and walk safely, where possible.

Resources can be found here:

<https://extranet.dft.gov.uk/safer-transport-campaign/schools/>



Please find below a link to a video message, just published, from the Director of Children's Services in which he shares a filmed message of thanks to Hampshire's pupils and students. Please share it with your children:

<https://youtu.be/gE2mAYOvD4w>

I hope that you have a lovely weekend. I look forward to seeing some of you on Monday morning!

Take care and stay safe.

Kindest Regards

R Dance

Rachel Dance
(Head teacher)

Safeguarding Children at Grateley Primary School

<http://www.hampshiresafeguardingchildrenboard.org.uk/professionals/>

Grateley Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This means that we have a Safeguarding and Child Protection Policy with procedures in place, which we refer to in our prospectus. All staff, including supply staff, volunteers and governors, must ensure that they are aware of these procedures. Parents and carers are welcome to read the Policy on request. Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will ensure that our concerns about our pupils are discussed with his/her parents/carers first unless we have reason to believe that such a move would be contrary to the child's welfare.

Our Designated Safeguarding Leads are:

Mrs R Dance – Head Teacher

Miss D Knights – Class Teacher

Safeguarding Governor is: Mrs Victoria Rutherford

Our Chair of Governors is: Mrs Amelia Bridges

If you are concerned about a child's welfare, please record your concern, and any observations or conversation heard, and report to one of the Designated Safeguarding Leads as soon as possible on the same day. DO NOT conduct your own investigation. If your concerns relate to the actions or behaviour of a member of staff (which could suggest that he/she is unsuitable to work with children) then you should report this to the Head Teacher in confidence. If the concern relates to the Head Teacher you contact the Local Authority Designated Officers, LADO, on 01962 876364, who will consider what action to take.