

## **Bonsai I – 8.50-2.50**

Dear Parents and Carers

Following our previous correspondence and the Prime Minister's announcement last night, West Borough Primary School will be open for more children from *2<sup>nd</sup> June*.

Below is all the information you need for when your child returns. Please read it carefully as we need everyone to follow the guidelines in order to keep everyone safe. Unless there is a change of adult due to illness, the 'bubbles' will not change. Please do not email your child's class teacher with questions. All correspondence must go via the office email. Please bear in mind you may not receive a response until Monday.

We are also making a video for you to share with your child. Please share this with them over the weekend as it may help prepare them for Tuesday.

Thank you for completing all the relevant forms. We can now confirm that your child will be in:  
**Bonsai I**

**Classroom:** Cedar Classroom

**Staff:** Mrs Jury-Sofi and Miss Brown

**School day:** Drop-off at **8.50am** and collect at **2.50pm**

**Fridays:** Drop-off at **8.50am** and collect at **12.50pm**

**Where to drop-off:** Enter through the main entrance and use the path between the drop-off zone and the staff car park and walk towards the barrier. The barrier will be up. Walk through the staff car park towards the front of the school. Use the side gate towards the Junior playground – this will be one way. An adult from your child's class will be waiting on the playground with a sign for the class 'Bonsai I'. Please wait with your child on one of the red markers (only Year R parents will be allowed to do this, all other parents will be asked to drop and leave). Once all the children for the group have arrived, one of the adults will pass out the walking strap (while they get used to their new routine). At this point you will be asked to leave and the children will be walked to their classroom. You will leave via the paddock, staff car park and drop-off zone. This will be clearly marked and members of staff will guide you whilst you get used to this new routine.

**Where to collect:** As drop-off. Your child will be waiting with their teacher and TA on the Junior playground. Your child will be called to greet you one at a time once the adult can see you've entered the playground. You will leave with your child via the paddock, staff car park and drop-off zone.

**What to bring:** Your child may wear their own clothes suitable for indoor/outdoor play. No PE kits are needed. Bring a packed lunch if you have not ordered a school dinner already. Your child will also need a water bottle, coat and sunhat.

**Other notes:**

- There will be no cars allowed in to the drop-off zone – please walk where possible.
- Only one adult to drop off/collect your child
- No siblings please (please let us know if this is very difficult for you)
- If your child scoots you will have to take this back home with you.
- It is essential you are prompt for dropping off and collecting to avoid large numbers of people arriving at once – there is a 10 minute window per group.
- If you are late dropping off/collecting, you may be asked to wait outside the main entrance of the school.

**Key worker children:**

As above but drop off 8.40am and collection 3pm. Entrance through the main door of the school. They will be walked round to their classroom.

## Bonsai 2 – 9.10-3.10

Dear Parents and Carers

Following our previous correspondence and the Prime Minister's announcement last night, West Borough Primary School will be open for more children from *2<sup>nd</sup> June*.

Below is all the information you need for when your child returns. Please read it carefully as we need everyone to follow the guidelines in order to keep everyone safe. Unless there is a change of adult due to illness, the 'bubbles' will not change. Please do not email your child's class teacher with questions. All correspondence must go via the office email. Please bear in mind you may not receive a response until Monday.

We are also making a video for you to share with your child. Please share this with them over the weekend as it may help prepare them for Tuesday.

Thank you for completing all the relevant forms. We can now confirm that your child will be in: **Bonsai 2**

**Classroom:** Cherry Classroom

**Staff:** Mrs Weller and Mrs Skinner

**School day:** Drop-off at **9.10am** and collect at **3.10pm**

**Fridays:** Drop-off at **9.10am** and collect at **1.10pm**

**Where to drop-off:** Enter through the main entrance and use the path between the drop-off zone and the staff car park and walk towards the barrier. The barrier will be up. Walk through the staff car park towards the front of the school. Use the side gate towards the Junior playground – this will be one way. An adult from your child's class will be waiting on the playground with a sign for the class 'Bonsai 2'. Please wait with your child on one of the red markers (only Year R parents will be allowed to do this, all other parents will be asked to drop and leave). Once all the children for the group have arrived, one of the adults will pass out the walking strap (while they get used to their new routine). At this point you will be asked to leave and the children will be walked to their classroom. You will leave via the paddock, staff car park and drop-off zone. This will be clearly marked and members of staff will guide you whilst you get used to this new routine.

**Where to collect:** As drop-off. Your child will be waiting with their class adults on the Junior playground. Your child will be called to greet you one at a time once the adult can see you've entered the playground. You will leave with your child via the paddock, staff car park and drop-off zone.

**What to bring:** Your child may wear their own clothes suitable for indoor/outdoor play. No PE kits are needed. Bring a packed lunch if you have not ordered a school dinner already. Your child will also need a water bottle, coat and sunhat.

**Other notes:**

- There will be no cars allowed in to the drop-off zone – please walk where possible.
- Only one adult to drop off/collect your child
- No siblings please (please let us know if this is very difficult for you)
- If your child scoots you will have to take this back home with you.
- It is essential you are prompt for dropping off and collecting to avoid large numbers of people arriving at once – there is a 10 minute window per group.
- If you are late dropping off/collecting, you may be asked to wait outside the main entrance of the school.

**Key worker children:**

As above but drop off 8.40am and collection 3pm. Entrance through the main door of the school. They will be walked round to their classroom.