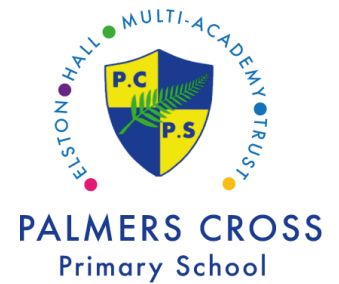


Palmers Cross Primary School

Address: Windermere Road, Wolverhampton WV6 9DF
Telephone: 01902 558322
Email: palmerscrossprimaryschool@wolverhampton.gov.uk
Website: www.palmerscross.org.uk / www.elstonhallmat.co.uk

Head of School: Mrs S Richards



Dear parents and carers,

Please find below arrangements for when your child returns to school at Palmers Cross Primary.

Drop off/pick up times:

- These will be staggered to ensure social distancing can be maintained.
- Only one adult per family should drop and collect children
- Please stand in the designated areas, 2m apart (do not congregate around the gate/door areas)
- If you should need to speak to a member of staff please arrange this through the office.

	Arrival Time	Collection Time	Drop off and Pick up point
Reception	8.45am	2.30pm	Through Early Years gate, pupils using their normal door
Year 6	8.30am	3.00pm	Through normal playground gate and KS2 door from playground
Class 7	8.30am	3.00pm	Those not in taxis will use the normal playground gate and walk down to the class 7 gate
Key Worker pupils	9.00am	3.00pm	Through the main school reception

Playtimes/Lunchtime:

- Children will have both break times and lunchtimes with their group of 15. Again these will be staggered to ensure groups can enjoy being outside in a large open space without the worry of social distancing.
- Children should bring a packed lunch to school or cold lunches will be available from school free of charge to pupils in both reception and year 1 as part of the Universal Free School meal scheme or at the normal cost of £2.20 if your child is in Year 6.
- Families receiving FSM vouchers should send their children with a packed lunch as vouchers will still be supplied and therefore will **not** be entitled to a free meal in school.
- Pupils will eat in their classrooms to avoid 'mixing' in the dining hall.



Palmers Cross Primary School

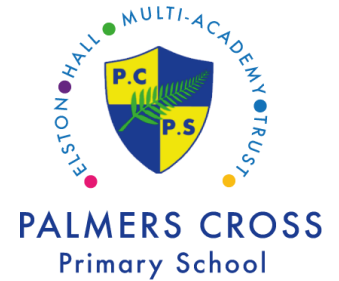
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Classrooms:

- 15 children per class/2 adults
- Children given an allocated seat/carpet space with the 2m distancing rule in mind.
- Children will be provided with their own pack of stationary to use to reduce sharing of equipment.
- Work surfaces/door handles/toys/equipment will be frequently cleaned throughout the day by staff
- Frequent hand washing will be encouraged.
- Learning activities will be adapted to ensure no physical interaction is required between pupils.
- Daily activities including PE will be delivered outdoors where possible for all children.
- Book bags should be returned to school but will not be sent home to reduce the possible spread of the virus, children will be heard read in school.

School uniform

- Please send children in their normal school uniform.
- Children will not require PE kit but please ensure they have pumps or trainers in school.
- Due to a larger emphasis on outside learning - children will require sun hats and suncream

Attendance

- Registers will be completed each day as normal so please follow the schools normal attendance procedures for informing school.
- Absence will not be monitored as stringently during this time, however it is important for safeguarding purposes that we know where children are so please inform school if you **do not** intend for child to return to school. Until school reopens on June 1st, this can be done via the school email address; palmerscrossprimaryschool@wolverhampton.gov.uk

**Your child is in Group 2 and will therefore return to school on
Thursday 4th June**

Thank you for your understanding at this time,

Yours sincerely,

Mrs Richards
Head of School

