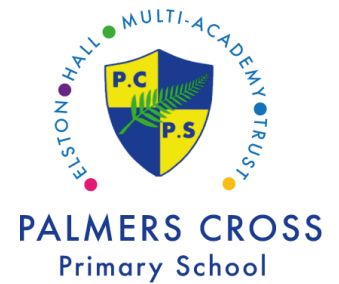


## Palmers Cross Primary School

**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. As you may be aware, Mrs Williams is expecting a baby and will be starting her maternity leave this term. Class 1 will therefore be covered by an experienced teacher in the Trust when school reopens after half term.

### 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.

	<b>Arrival Time</b>	<b>Collection Time</b>	<b>Drop off and Pick up point</b>
<b>Year 1</b>	8.45am	2.45pm	Through normal playground gate and KS1 door from playground
<b>Class 7</b>	8.30am	3.00pm	Those not in taxis will use the normal playground gate and walk down to the class 7 gate
<b>Key Worker pupils</b>	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

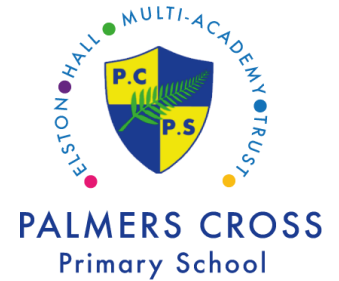
**Address:** Windermere Road, Wolverhampton WV6 9DF

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**Head of School:** Mrs S Richards



### 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 1<sup>st</sup>, this can be done via the school email address; [palmerscrossprimaryschool@wolverhampton.gov.uk](mailto:palmerscrossprimaryschool@wolverhampton.gov.uk)

**Your child is in Group 2 and will therefore return to school on  
Thursday 11th June**

Thank you for your understanding at this time,

Yours sincerely,

Mrs Richards  
Head of School

