



## HOWLETCH LANE PRIMARY SCHOOL CHANGES TO ENTRY AND EXIT TIMES

Dear Parents/Carers

Thank you for your co-operation and support in helping us to get our drop off and pick up routines to run smoothly. On the whole these systems are working well. However having monitored the amount of traffic, both pedestrian and driven at both ends of the school, we have decided to make a small change which will hopefully improve the problems with congestion which occur at certain key times of the day.

### **From next Monday, 12th October, we would like to trial a new system for our Y2 pupils.**

Year 2 will now enter school via the bottom gate (KS2 end next to Sainsbury's) at **9:05 am** and will exit by the same gate at **3:30pm**. Please can I ask parents of Y2 pupils to arrive no sooner than 9:00 am unless they are dropping off other children. If parents arrive too early this will be counter-productive and we will end up with an overcrowded car park. I realise that this may have an impact on people's working commitments and apologise for the change, however the health and safety of the school community has to be my first concern.

This will be a two-week trial from **MONDAY 12TH OCTOBER TO FRIDAY 23RD OCTOBER ONLY**. We will then review the change over half term and let you know if it will continue when we come back to school on Monday November 2nd. Y2 are based in classrooms which are quite close to the KS2 yard so this is another reason for the trial.

**All other drop off and collection times remain unchanged.**

Please don't worry if you have drop off and pick up times that clash for your children. The staff are very keen to reassure you that we are happy to welcome your child a few minutes later and will also keep your child safe whilst you get from one place to another.

### **Key Stage 1 Entrance**

As the weather changes and becomes colder, we intend for KS1 pupils to start filtering onto the yard and straight down the steps into school with their bubble instead of lining up on the yard.

Hopefully this will go some way towards ensuring social distancing and alleviating problems with parking outside the school.

If you have any further queries about the new system please do not hesitate to get in touch with the school office.

Regards

Mrs H Adair  
Head Teacher