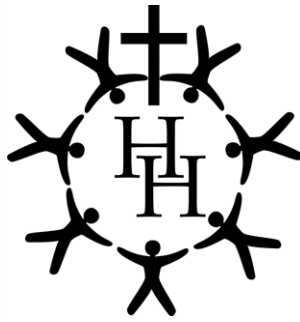


**KIRKLEES METROPOLITAN COUNCIL EDUCATION SERVICE
HANGING HEATON CE (VC) JUNIOR AND INFANT SCHOOL**

Telephone: 01924 463035

Website: www.hangingheaton.co.uk

Headteacher: Mrs J Potter



High Street
Batley
West Yorkshire
WF17 6DW

1st October, 2020

Morning drop offs

Dear Parents/Carers,

I have been asked by a concerned parent to have a rethink around morning drop offs. Equally, I am worried about the congregation of families outside the gates and close to the main road at 8.40. The guidance advises schools to limit the amount of people on site where we can. Please adhere to the following to keep us all as safe as possible:-

- One parent/carer only to accompany children at drop off times
- Do not arrive before 8.40am
- Keep children beside you at all times and ensure they are closely supervised
- Position children so that parents/carers are closest to the road and children are on the inside, away from the road
- There is a window of 8.40-8.50 for dropping off which should create a natural "staggered start." Most people are choosing to arrive at 8.40 or before – from approximately 8.45 it is much quieter and may be a better time to arrive for some parents
- If there are a number of people in front of you, wait at a distance of 2m. This would create a queue which would soon go down as children enter the playground
- Those who need to cross the road please wait at a distance of 2m from others until you see gates are open before crossing
- Parents/carers should leave quickly on dropping children off and not gather on the pavement
- Parents of children who walk to school on their own need to discuss these rules with their children

The alternative would be to create an actual staggered start which I am trying to avoid as I know it would be particularly inconvenient for families who have children in different classes. These systems require all community members to play their part. We would all be absolutely devastated if anything happened to any member of our school community.

Thank you for your co-operation.

Yours sincerely,

Mrs J Potter

"Let all that you do be done in love"