



St Bartholomew's CE Multi Academy Trust
Sedgley Road
Penn
Wolverhampton
West Midlands
WV4 5LG

St Bartholomew's CE Primary School

Headteacher: Rachael Kilmister

Telephone: 01902 558855

Email: stbartholomewsprimaryschool@wolverhampton.gov.uk



September 2020

Dear Parents/Carers

Dear Parents,

We are really excited that the children are coming back to school tomorrow and cannot wait to see them. We are all ready to welcome you back and have made sure that the measures that are in place mean that the school is as safe as it possibly can be. I am aware that you have received all of this information prior to the summer holiday but the table below is a reminder of the start and collection times for each year group. If you have different start times for siblings, you may drop them off at the same time. There will be a member of staff available to supervise your child in their classroom at this time.

A few polite reminders before tomorrow. We ask you to ensure these are adhered to in order to keep the whole school community healthy and safe:

- Please ensure that timings and drop off and collection points are adhered to as these have been carefully implemented to ensure that groups are separated as far as we can. This also helps minimise the number of people on and around site at any time.
- Once you have dropped off and collected your children, please leave the school site and surrounding area as quickly as possible to avoid groups gathering and to ensure the timings work effectively.
- Whilst we would normally welcome parents and on site, currently this cannot happen without a pre-arranged appointment. Members of staff will be available in the mornings outside and at the end of the day for you to pass on messages (in a socially distanced manner).
- Please only send children to school with bags, coats and equipment that is essential for the school day. Children will be provided with stationery and so will not need to bring a pencil case.
- Please do not hesitate to call if you would like to speak to a member of staff or to make an appointment to meet with us.
- By the end of this week, we will have notified you of your child's PE days. Please could children come to school dressed ready for PE on these days. They will then wear this kit for the remainder of the day. PE is likely to take place outside so please make sure that your children have clothes that are suitable for the weather conditions.
- Most letters and communications will take place electronically so please ensure that the office has your most up to date contact information, including email address.



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Once again, we cannot wait to see you all (even if that is just waving from a distance). We will do everything that we can to ensure that your child is happy and safe in school. Therefore, if you (or your child) have any concerns at all, please do not hesitate to contact us. There will be members of staff outside tomorrow to show you where to go if you are unsure. Thank you for your ongoing support. It continues to mean a lot to us.

Year group	Start time	End time	Entrance/exit
Reception	8:30-8:40am drop off, 8:45am registration	3:00pm	Enter via KS1 playground gates and wait by Reception steps
1 Holly and 1/2 Ash	8:45 - 8:55am drop off, 9.00am registration	3:15pm	Enter via KS1 playground gates. 1 Holly enter at the door off the KS1 corridor, 1/2 Ash enter at door by the library
2 Rowan	8:30-8:40am drop off, 8.45am registration	3:00pm	Enter via nursery gates and children go straight through classroom back door.
Year 3	8:30-8:40 drop off, 8:45am registration	3:00pm	Enter through Main Entrance (by the school office) and walk straight down to classroom
Year 4	8:45 - 8:55 drop off, 9.00am registration	3:15pm	Enter through Main Entrance (by the school office) and walk straight down to classroom
Year 5	8:45 - 8:55 drop off, 9.00am registration	3:15pm	Enter through KS2 playground gates and walk round to entrance by Year 5 classrooms.
Year 6	8:30-8:40 drop off, 8:45am registration	3:00pm	Enter through KS2 playground gates. 6 Elder go



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			straight to classroom door. 6 Oak make their way to the UKS2 entrance off the playground
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Yours sincerely

Rachael Kilmister
 Headteacher