



## Redfield Edge Primary School



### Staggered Start/Finish Timetable

Below is the proposed staggered approach for September 2020.

This approach will be reviewed at the end of Term 1 in line with Local Authority recommendations.

**Entering school** Children will leave their parents at the gate, walk through into the playground and go to the nearby sanitizing station on entering the building.

Pod	Start time	Collection time	Gate
Pod D (Maple Class/Oak Class)	8.45am	3.00pm	Bottom gate – (near the trim trail)
Pod C (Willow Class/Beech Class)	8.55am	3.10pm	Bottom gate – (near the trim trail)
Pod B (Hazel Class/Pine Class)	9.05am	3.20pm	Top gate – (near the school garden)
Pod A (Holly Class) Wb / 7 <sup>th</sup> Sept	Group A - 9.15am	12.00pm	Top gate – (near the school garden) Office – (collection only)
	Group B – 1.00pm	3.30pm	Office (drop of) Top gate – (collection only)
Pod A (Holly Class) Wb / 14 <sup>th</sup> Sept	A + B 9.15am	12.30pm	Top gate – (near the school garden) Office – (collection only)
Pod A (Holly Class) Wb / 21 <sup>st</sup> Sept onwards	A + B 9.15am	3.30pm	Top gate – (near the school garden)

It is very important that children arrive at school on time to ensure minimal contact across Pods. Any children who arrive late will need to wait until the final Pod has entered the school building before being allowed in.

Pupils will not be able to enter via the Main school entrance/office unless previously arranged.

We would encourage parents to communicate with the school via phone or school email ([enquiries@redfiedegeprimary.co.uk](mailto:enquiries@redfiedegeprimary.co.uk)) to reduce the need for non-school staff to loiter at the gates. Mrs Williams will be available for parents to talk with on a couple of mornings a week away from the gates to minimise congestion.

At the end of the school day, it will be important for children to be collected on time or they will need to wait until all other children have been dismissed to ensure minimal contact between Pods.

**Morning Playtime** – This will be staggered with KS1 and KS2 having separate playtimes. Whilst outside, children will have assigned areas to play in to prevent mixing of Pods. Each Pod will have its own equipment box containing balls, hockey sticks, cones and tennis rackets.

**Lunchtimes** - All children will eat their packed lunch at their tables in the classroom and then all head to their outside space together. Children will wash / sanitize their hands before and after lunch. Lunchtime will be split into two sittings – KS1 and KS2 to minimise contact with children from other Pods.