



St Mary's C of E Junior Academy

Swan Lane, Long Stratton,

Norwich, Norfolk,

NR15 2UY

Tel: 01508 530459

Email: office@st-marys.norfolk.sch.uk

Website: www.stmaryscoejunior.co.uk

Principal: Ms Aziza Cranmer

31st August 2021

Dear parents/carers,

We are beginning the process of returning gradually to our 'normal' entry and exit routines so we appreciate your understanding as we transition with you and your children. Ultimately, we look forward to eventually welcoming you back onto the playgrounds, but unfortunately, we are not at this stage, as we continue a bit longer with some precautionary measures.

Years 3 and 4 will both enter and exit school via the gates closest to the car park.

Years 5 and 6 will both enter and exit school via the gates closest the bike shed.

Gates will open at 8:35am (*please have children arrive between 8:35 and 8:45, but no earlier as this will cause congestion and no school supervision*), where children will walk directly to their classroom. They should already be familiar with this process, but not to worry, there will be staff available on site to help and reassure them too.

- There will be School Senior Leaders, the school's Pastoral Lead/Family Support Advisor, and/or other school staff on the gates to meet and greet you and your children. Please let us know if you have any questions, queries or concerns.
- Further staff will be in place across our school grounds in order to direct your child to their class.

End of school day procedures

- Classes will be lined up for dismissal at their appropriate gates at 3:10pm for dismissal from approximately 3:10 to 3:15. Teachers/ HLTAs will dismiss your children from the gate.
- Teachers will dismiss students who walk home alone from their lines **first**. Please ensure that your class teacher or school office are made aware if you would like your child to walk home, or if there is any change to your normal arrangements.
- As teachers will be at the gates dismissing children, if you wish to speak to them briefly face to face, we kindly ask that you wait until all students are dismissed. If you require a longer meeting, please make an appointment.

We look forward to welcoming you all back to school next Monday. In the meantime, enjoy the rest of your summer holiday together!

Yours faithfully

Ms A Cranmer

Principal

***Raising aspirations and a love for learning through
courage, resilience, positive relationships and God's love.***



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