



Headteacher:
Mrs L.J. Lewis

Marshfield Primary School

Marshfield Road, Castleton, Cardiff , CF3 2UW

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Friday, 4th September

Dear Parents,

We have had a wonderful two days with the pupils. It has been delightful to see them engaging so well with their activities in class. They have responded exceptionally after such a long time away from school. We are all very proud of them.

Entry and exit to site

As stated in previous emails and newsletters, we will continue to monitor, adapt, and change plans if we feel it will be beneficial. The school site is challenging due to its lack of entry and egress points and we are working hard to secure the best possible plan. We would kindly urge parents to be patient during this period. It is quite likely that from the week commencing the 14th September, times for year groups will alter to increase the period our Foundation Phase pupils currently have in school. We felt it was beneficial to increase their time gradually as they are the youngest in the school and need the most support when entering and leaving the site. We will, of course, continue to communicate any changes with you.

Foundation Phase

From next week at the collection times, parents of pupils from Reception, Year 1 and Year 2 will be able to collect their child from the foundation phase yard.

Please stand socially distanced in the designated area for your child's class (between the yellow lines) and wait to be called to collect your child from the collection cone. Each class will be sent out separately to aid in keeping contact groups together. Please continue to use the one way system and exit through the car park gate at the end of the day. Members of staff will be on hand to assist you.

Reception

(1pm collection until 11th September only – Foundation Phase yard)



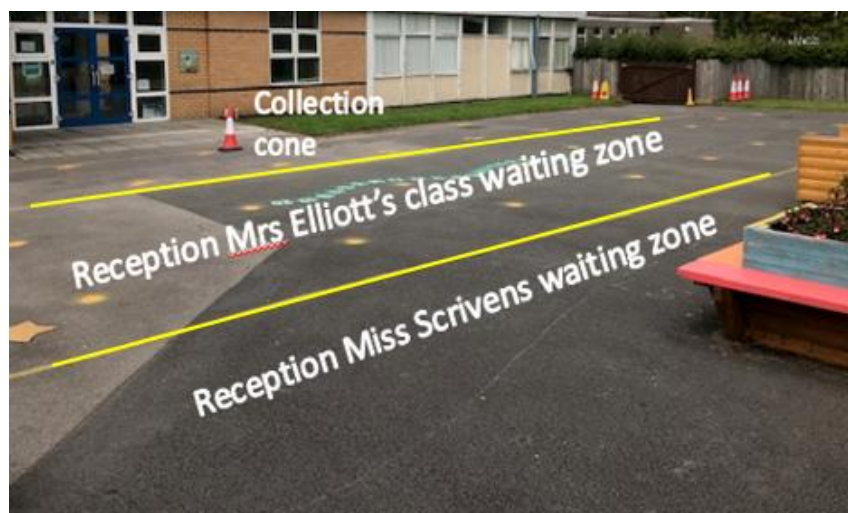
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Year 1 (2.55pm collection)





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Year 2 (3.05pm collection)



Key Stage 2

Year 3

Year 3 parents will continue to collect via the one way system. With children being released one at a time through the wooden gate. Please leave the school site immediately once you have collected your child.

Year 4

Year 4 parents will continue to collect children from the carpark entrance. An area in front of the gates within the school car park will be zoned off for parents to stand and wait for children. Please leave the school site immediately once you have collected your child.

Year 5 and 6

Please note, Year 5 and 6 will be dismissed as normal.

We would like to remind parents to **socially distance** from other adults and children when in these areas and to leave these areas swiftly (holding your child's hand ideally) to ensure a consistent flow of traffic.



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It is vitally important that contact groups do not cross or mix on entrance from the site. They will, therefore, be dismissed a class at a time. We are making every effort to ensure stringent measures are in place to avoid this in school to aid track and trace arrangements if this was required at any point. Times will remain the same and a member of staff will open the gate to allow each cohort of parents in at a time. Once collected, parents should continue to abide by the one-way system.

Please ensure that you adhere to the allocated time slots. Arrangements for siblings remain the same.

We are determined to find a balanced and safe solution to this very tricky problem.

Visitors to site

A polite reminder that visitors are only permitted into the school building in exceptional circumstances e.g. Child protection etc, therefore any child needing to leave the school site early for an appointment etc will do so via their external doors and meet you at their exit point. Please contact the school office to arrange this.

Many thanks for your cooperation. Your continuing patience is appreciated.

Kind Regards,
Mrs L.J. Lewis and the Marshfield Team