



1 September 2020

Headteacher: Mrs C Hurst BA(hons) PGCE NPQH NLE

Dear Parents/Carers,

We are really excited to welcome you all back tomorrow! Some reminders and little details to answer any possible queries. Please re-look at our website and check out the following documents:

- **Return to School Leaflet from the DFE**  
<https://www.glaptonacademy.co.uk/wp-content/uploads/2020/08/RETURN-TO-SCHOOL-LEAFLET.pdf>
- **Children's Guide to Returning to School - Autumn Term 2020**  
<https://www.glaptonacademy.co.uk/wp-content/uploads/2020/07/Chldrens-guide-to-returning-to-school-Autumn-term-2020.pdf>
- **Parent Guide to Returning to School - Autumn Term 2020**  
<https://www.glaptonacademy.co.uk/wp-content/uploads/2020/07/Parents-guide-to-returning-to-school-Autumn-term-2020-1.pdf>
- **FAQs: Returning to School - Autumn Term 2020**  
<https://www.glaptonacademy.co.uk/wp-content/uploads/2020/07/FAQs-returning-to-school-Autumn-term-2020.pdf>

### School Gateway App

Please check out how to install the School Gateway App to ensure that you are all set up to use it to pay for school dinners as well as receiving school e-mails and text messages. We are unable to accept cash or cheques in school and may need to send whole school/class/individual messages more frequently in the current climate. It is therefore vitally important that all parents/carers are registered and have downloaded the app – you will need an up to date e-mail address and mobile telephone number.

### My Gates and Times to Arrive and Leave

Please note that all schools in England have been asked by the DFE to stagger start and finish times. Please make sure you know your gate and time – there are guides in both booklets but here is a reminder:

Class	Time	Gate
Walnut	Morning drop off: 8.45am	Glapton Lane Nursery Pedestrian Gate
Sycamore & Oak		Glapton Lane Pedestrian Gate
Birch & Elm		Manor Farm Lane Gate
Hazel & Cherry	Afternoon collection: 3.00pm	Green Lane Gate
Larch	Morning drop off: 9.00am	Glapton Lane Nursery Pedestrian Gate
Juniper & Willow		Glapton Lane Pedestrian Gate
Chestnut & Beech		Manor Farm Lane Gate
Rowan & Alder		Green Lane Gate
Saplings	Morning drop off: 9.15am Morning collection: 12pm	Glapton Lane Nursery Pedestrian Gate
	Afternoon drop off: 12.45pm Afternoon collection: 3.30pm	

**Please don't be anxious about clash of gate times.** To resolve any issues for siblings or childminders we ask that you drop the OLDEST children first and then follow with younger children next. Staff will remain on gates to receive children and any essential adaptations can be made as we all get used to the new systems.

Please be reassured that the systems are temporary and as soon as we are able we will return to our previous entry systems. There will inevitably be teething problems but we will work with you to resolve any issues in the first week or so. Please work with us and not against us during these unprecedented times and we will do our best to support you whilst adhering to DFE guidelines.

### **Lunch**

All children in Walnut, Larch, Willow and Juniper (Reception and Year 1) will all be having a school lunch. Please do not send in a packed lunch unless this has been agreed due to evidenced medical needs.

We are so disappointed not to have been able to invite our Walnut and Larch Reception parents to share a school lunch with us but hope to do this in the future when, and if, restrictions are removed.

### **PE Kit**

PE kit is a plain white T-shirt and plain black shorts with optional plain black joggers/sweatshirt in the winter (no stripes or logos). Children will also need plimsolls and plain trainers (colour is optional but black preferred) for outdoor PE.

### **New Teachers**

Photographs of the teachers are on our website now so please look in the tab About Us/Staff List or Pupils/Class pages to talk to your children about who is who and what their new teacher looks like.

<https://www.glaptonacademy.co.uk/about-us/staff-list/>

Click on the class page photo to see a message from your teacher.

<https://www.glaptonacademy.co.uk/pupils/class-pages/>

### **Social Distancing**

As you will have heard on the news, any infection risk in school is largely from adult to adult and this applies to you as parents. Please drop and leave the gate immediately wherever possible. If you are making your way to a second gate please do this adhering to social distancing rules. If you have a wait for a second gate to open please wait socially distanced from other families (even if you are desperate for a catch-up).

### **Finally**

Thank you for your overwhelming support for our arrangements in these difficult times. It is much appreciated and together we can make any adjustments so everyone feels supported but more importantly safe.

Yours sincerely



**Mrs. C Hurst BA (Hons) PGCE NPQH NLE  
Headteacher**