



Archbishop Courtenay
Church of England
Primary School

Eccleston Road
Tovil
Maidstone
Kent
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Headteacher: Mrs S Heather
Chair of Governors: Mrs R Linn

Wednesday 9th September

Dear parents and carers,

Thank you for being so supportive over the last week. We have tried very hard to get things right at the start of the day and I think this process is working well – many parents have suggested they are happy with the drop off, but we know that the end of the day could be better for us all.

We have listened to parents concerns because we really appreciate the anxieties surrounding Coronavirus – we feel it too. Safeguarding our children and school community is paramount, therefore after careful consideration we will be making more changes, in the hope that this will solve the end of the day congestion. If this does not work we will make changes until we get it right!

From tomorrow, Thursday 10th September:

- Year 5 & 6 will be released to parents from the school hall at **3:05pm**
- Parents will come down the steps
- Come into the school hall – *there will be noticeable barriers and restrictions in place*
- At the stop sign you will give the teacher your child's name
- Move along to the collection area
- Exit with your child through the Dove Room
- Exit school via the left hand exit in to Eccleston Road
- Visual guide is attached

If you have a car parked in the school grounds we will require you to collect your child from the hall as stated above or we will release them to you via the steps once congestion has reduced.

Please can we remind all parents to adhere to the 2 metre social distancing rules entering and leaving school.

No congregating on the school concourse outside of reception

Please leave the school site as quickly as possible

Thank you for your patience and continued support.

Yours sincerely

Mrs Sue Heather
Headteacher

