



Eccleston C.E. Primary School

*"Let Your Light Shine" - Matthew 5:16*

## Beginning and End of Day Procedures During Coronavirus Pandemic

Reviewed by Headteacher: Autumn 2021

Approved by Full Governing Board: Autumn 2021

Review Date: Spring 2022

## ECCLESTON CE PRIMARY SCHOOL

### Our Vision Statement

At Eccleston C of E Primary School we are united in our vision to prepare our children for life in the modern world.

We will do this by instilling a lifelong love of learning and embedding Christian values that reflect the example Jesus has set.

We strive for excellence in all we do, enabling all members of our school to flourish.

### Beginning and End of Day Procedures During Coronavirus Pandemic

#### **Beginning of Day**

- All parents will be regularly informed of the protocol for dropping off during the pandemic
- Parents will be encouraged to wear a face covering
- Parents will be encouraged to drop off quickly at the gates and not socialise or chat to school staff
- Foxes and Badger Classes will arrive at the front gate at 8.45am and be met by a member of staff
- Squirrel Class will arrive at the front gate at 8.55 and be met by a member of staff
- Rabbits Class will arrive at the front gate at 9.05am and be met by a member of staff
- Once all the children are in school, doors will be locked
- Parents will not be allowed onto the school grounds without a prior appointment
- Persistent late comers will be recorded as unauthorised for the morning session and reminded about the dangers of 'cross bubbling'
- Parents are asked to let school know by 10am if their child will not be attending that day. If a child is absent and a phone call has not been received, school will ring home to check on the child.
- In the event of lockdown, the same procedures will be in place for children of key workers
- If engaging in remote learning, a record of children not attending will be kept and followed up if appropriate

## End of Day

- All parents will be regularly informed of the protocol for picking up during the pandemic
- Parents are encouraged to wear a face covering
- Foxes and Badger Classes are dismissed at 3pm and escorted to the front gate by a member of staff
- Squirrel Class are dismissed at 3.15 and escorted to the front gate by a member of staff
- Rabbits Class are dismissed at 3.05pm and escorted to the front gate by a member of staff
- Children will wait quietly until they are called by the member of staff to go to their adult
- Staff will only release to adults they recognise or have been informed of
- Parents will be strongly discouraged to pick up children not in their bubble