



Mrs A D Thorpe
Head Teacher

St John Vianney Catholic Primary School

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Through following Jesus, we aim to be a caring, happy school, where everyone is valued and appreciated and can reach their true potential. We hope to act justly, love tenderly, and walk humbly with our God.

READY, RESPECTFUL, SAFE

9th September 2024

Dear parents and carers,

All of the staff at St John Vianney Catholic Primary School are very excited to finally welcome your children back to school tomorrow morning. We have worked tirelessly over the last week to ensure that the school is ready for the new academic year. We can't wait to show the children their new school, which is already buzzing with St John Vianney spirit!

As you can imagine, access arrangements for entry and exit to and from school has been a challenge to organise. Ensuring children are safe in school, including during drop-off and pick-up times, is always our biggest priority. We are happy to present to you the arrangements for drop-off and pick-up, although we appreciate that there may be small changes needed as we find our feet. We will keep you informed as we go. As always, your unwavering support and patience is much appreciated!

Nursery

Entry

Nursery parents and children walk down the main path from Hillhead Road and onto the old Early Years yard. Nursery parents may wait in the old Early Years yard until 8.55am, at which time they will be allowed to enter onto the tarmac area through the first green gate. From here, parents and children will walk through the green gate to the right of the white double fire doors and along the path at the side of the new school building, until they reach the Nursery doors at the end of the new school building. There will be members of staff on duty to guide you.

Exit

At 3.00pm, Nursery parents can enter from the old Early Years yard, cross the tarmac and along the side of the new school building, as they did at drop off. Nursery children will be dismissed from the double doors at the end of the school building. Parents will then leave school via the same route.

Reception

Entry

From 8.30am, Reception parents and children walk down the main path from Hillhead Road and across the old Early Years yard, until they reach the first double green gate. From here, you will be directed across a tarmac area, through a second green gate, which leads directly onto the school yard. Reception parents are to wait here with their child until the teacher comes out to collect them



as a class at 8.45am. Children remain the responsibility of their parents at this time. Parents will then leave school via the same route.

Exit

Reception parents will enter the school via the same route they took in the morning, and wait on the school yard from 3.05pm. Reception children will be dismissed onto the school yard at **3.15pm** via their classroom's fire exit at the side of the Lindisfarne building (old Year 5 and Year 6 block). Parents will then leave school via the same route.

Year 1

Entry

From 8.30am, Year 1 parents and children walk down the main path from Hillhead Road and across the old Early Years yard, until they reach the first double green gate. From here, you will be directed across a tarmac area, through a second green gate, which leads directly onto the school yard. Year 1 children will immediately enter their classrooms via the fire exits, where they will be met by a member of staff. Parents will then leave school via the same route.

Exit

Year 1 parents will enter the school via the same route they took in the morning, and wait on the school yard in two designated areas from 3.10pm. Year 1 children will be dismissed onto the school yard at **3.15pm** via their classroom's fire exit at the side of the Lindisfarne building (old Year 5 and Year 6 block). Parents will then leave school via the same route.

Year 2 - 6

Entry

From 8.30am, Year 2 – 6 parents and children walk down the main path from Hillhead Road and across the old Early Years yard, until they reach the first double green gate. From here, children only will be directed to a single green gate just across the tarmac area, which is just to the left of the new school building. From there, they will enter their new school building via the building's main entrance. All staff will be on duty to direct children to their new classrooms.

Exit

End of day timings (Y2-6):

3.15pm – Year 2

3.20pm – Year 3 and Year 4

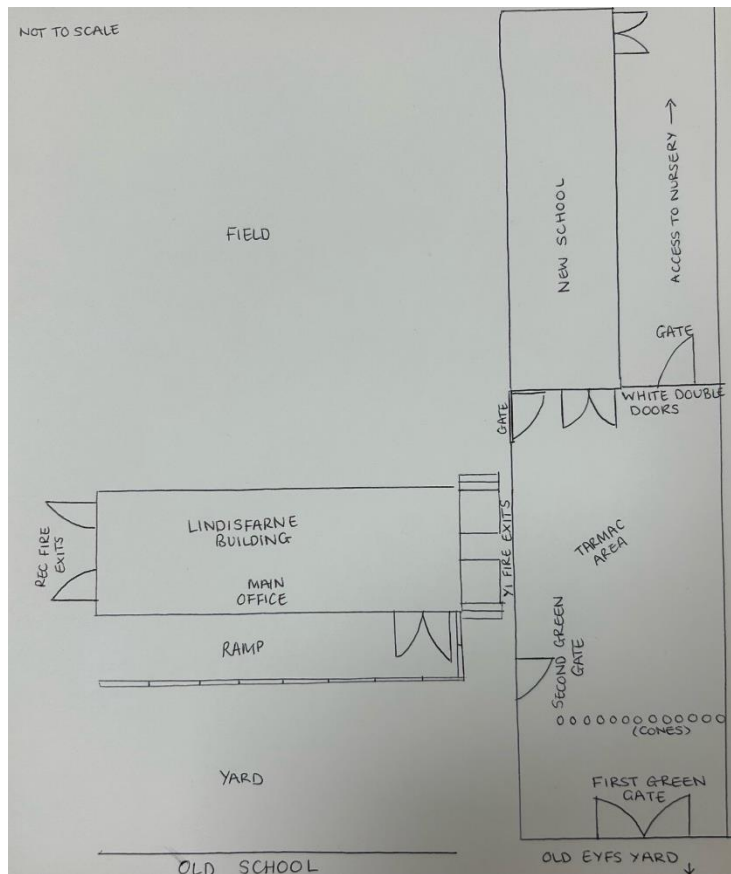
3.25pm – Year 5

3.30pm – Year 6

Parents should aim to arrive at their child's pick-up time. Parents will walk down the main path from Hillhead Road and across the old Early Years yard, through the first double green gate and onto the tarmac area. Parents will stand behind the cones. Children will be brought onto the tarmac area and dismissed from here to their parents. Parents and children will leave via the route they came in.

Parents of children in Year 5 and 6 who are to walk home independently, should **email the school office to give parental consent.** These children will leave via the same route as all other children and onto Hillhead Road.

Please note: the staff car park gates will now be locked during drop-off and pick-up times. Parents and children should only use the pedestrian path access onto Hillhead Road.



School Office

The school office will be open to visitors from 9.00am, once all children are in their classrooms. Any correspondence should be emailed to the school office. Appointments with teachers can be made via the school office email, as staff are on duty and unavailable for formal conversations at drop-off and pick-up times.

Latecomers

It is vital that your child arrives at school on time as all **gates will be locked at 8.45am** for safeguarding purposes. Should you and your child arrive after this time, please ring the buzzer gate to alert the office of your arrival; you will then be asked to wait just outside this gate until a member of staff can allow your child access to the school grounds, this may take a few minutes as all staff are allocated to classrooms.

Further Information

Over the next few days, your child will bring home further information with key information regarding their class' timetable.

- PE KITS
This week, children will not need their PE kit in school, so please DO NOT send it in with them. More information about PE kits will follow.
- WATERBOTTLES
Please DO NOT send in huge water bottles, pupils only need to come in wearing their school uniform and their small school red book bag.
- SCHOOL BAGS
There is NO space to store large bags, so please DO NOT send your child in with one. If they are sent in with large bags you will be asked to collect it from the school office.

- LUNCHTIMES

Small lunch bags can be brought into school, where all packed lunches will be eaten in their classrooms this week. It is expected that the school hall will be opened for packed lunches for all pupils next week. There will be no hot meals served, as there is not a fully fitted functioning kitchen yet. Details will follow.

Above all, we are really excited to see you all in the morning.

Best wishes,

A D Thorpe

Mrs A D Thorpe
Headteacher