



Church Hill, Kingsnorth, Ashford, Kent TN23 3EF
T 01233 622673 | email: hos@kingsnorth.kent.sch.uk

Head of School Mrs S Sullivan

Date: 18th Sept 2020

Dear all,

We hope all the children have enjoyed their first week and have settled in well. We have enjoyed having them all here and seeing their happy faces.

We are writing to make you aware that we have slightly changed the timings for drop off and collection next week when your children start full time, please can you stick to the times allocated and leave promptly once the children have entered the classroom.

Class	Drop Off Time	Drop Off Location	Collection Time	Collection Location
Mrs Hayward (RH)	From 9:00 - 9:15	Year R playground	From 3:00 – 3:15	Year R playground
Miss Gore (RG)	From 9:00 – 9:15	Year R playground	From 3:00 – 3:15	Year R playground

To try and minimise numbers please can we ask that only **1 adult** drops and collects the children, if you find that you are arriving at a busy time, then please try coming slightly later. If the Year R playground becomes too busy we may have to stop you from entering until it has cleared. As always these plans will be reviewed regularly and could be subject to change.

We are introducing a one way system as of next week:

Drop off – please enter through the wooden gate as usual and exit via the gate in the main playground, please follow the signs.

Collection – please enter through the wooden gate as usual and exit through the main playground following the one way system with the rest of the school.

Please see map attached, there will be members of staff there to guide you.

Finally, please can any children refrain from playing on/with any of the play equipment, as this will have been sanitised ready for the day.

If you have any questions please do not hesitate to contact the school.

Kind regards