

# The Round House Primary Academy

Part of The Diamond Learning Partnership Trust

Established in the Queen's Jubilee Year 2012

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Executive Headteacher: Mrs Tracy Bryden BSc (Hons) PGCE

27<sup>th</sup> November 2020

Dear Parents and Carers

I have noticed that there is a bit of a bottleneck of parents waiting to collect their children from the Year 3 classes at the end of the day. I have therefore decided to change the drop off and collection times for all children in **Year 3** and **Year 4**. From **Monday 30<sup>th</sup> November** children in Year 3 will need to be dropped off at 8.40am and will be collected at 3.15pm. Children in Year 4 will be dropped off at 8.55am and will be collected at 3.30pm. This should mean that all the Year 3 parents will have left the area near the Main Gate in Oliver Way before parents arrive to collect children from Year 4.

Here is a new list showing all drop off and collection times:

<b>EYFS Gate</b> (near Pre-school)	<b>Main Gate</b> (Oliver Way)	<b>Year 6 gate</b> (near the office)
EYFS - 9.00	Y4 - 8.55	Y6 - 8.40
Y1 - 8.40	Y3 - 8.40	Y5 - 8.55
	Y2 - 8.55	

<b>EYFS Gate</b> (near Pre-school)	<b>Main Gate</b> (Oliver Way)	<b>Year 6 gate</b> (near the office)
EYFS - 3.15	Y4 - 3.30	Y6 - 3.15
Y1 - 3.05	Y3 - 3.15	Y5 - 3.30
	Y2 - 3.30	

Should you have multiple drop off or collection times you should still bring all of your children in at the earliest drop off time and collect them all at the latest time. Please note that children will not be able to leave their class early due to a sibling finishing earlier. This should discourage people from hanging around in the playground.

Yours sincerely



Mrs Tracy Bryden

Executive Headteacher

On behalf of The Round House Primary Academy (part of TDLPT)

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