

Dear Parent/Carer

From the letter issued by the Council on Thursday 15 April, you will be aware that the next stage of the drainage works has now commenced. This has resulted in an area of pathway around the pond being completely closed off to pedestrians. We had been assured that this would not be the case, however, plans have now changed. This means that the one-way pedestrian system which has been in operation from the start of the school session can no longer be used. All pupils, staff and visitors will now need to access and egress the main school building using the path on the right hand side of the building as you approach it.

To reduce the inevitable congestion in this area we have had to work over the last few days of the holiday to try to devise alternative drop-off and pick-up procedures for P1-P7 pupils. This is far from ideal for anyone. However, if we are to remain in the school building during the ongoing drainage remedial works, then we will need to make ongoing changes to our normal routines. This is proving to be even more challenging with Covid restrictions. The changes below will be in operation to the end of the current school session. **Please note, the current arrangements for dropping-off and picking-up nursery pupils will remain unchanged for now.**

**From Monday 19<sup>th</sup> April the following procedures for drop-off will be in operation for P1-P7 pupils.**

On arrival in the morning, all P1-P7 pupils should make their way into the astro pitch **and not the playground**. Parents/carers **should not** enter the pitch in the mornings. There will be staff members in this area to supervise the children, just as there would be in the playground. Once they enter the pitch, pupils should make their way to their class area and line up. There will be a sign for each class and staff members will be on hand from 8.50am to help out. Children with bikes or scooters should 'park' them in the designated areas and then they will be escorted to the bike racks in the playground when the bell rings at 9am. Under no circumstances should children ride on their bikes or scooters in the astro pitch.

To ensure appropriate social distancing and reduce crowding, pupils should not be dropped off until the times noted below. Please avoid dropping your child off before these times as even during wet and cold mornings, they **will not** be able to enter the school. To help avoid crowding on the campus, only one parent/carers should accompany their child/children to the playground gates. Adults should adhere to the 2m social distancing rule at all times.

- P4 - P7 pupils should arrive in the astro pitch for 8.50am
- P1- P3 pupils should arrive in the astro pitch for 9.00am

Please note, pupils **will not** be able to access the playground. There will be no supervision on the pitch until 8.50am.

We would ask ALL parents/carers to drop their child off outside the main campus gates. The ongoing building work means that there is very limited parking within the

school grounds for staff as well as visitors. **Under no circumstances should parents stop, or park in the turning circle or Bus Zones.** We would encourage as many children as possible to walk to school as parking will be limited and difficult. By encouraging pupils to walk, cycle or scoot to school, vehicular congestion can be reduced.

As footpaths in the campus are very narrow, we would ask parents/carers to enter through the **left hand side pedestrian gates of the campus (as you approach the school)** and exit through the gate beside the wooded area. Please follow the path round the front of the pitch to the entrance gate where you can drop-off your child. Once you have dropped your child off, continue along this path and cross the car park at the Zebra crossing. This path will take you back to another Zebra crossing where you can cross safely and exit through the gates next to the wooded area. Following this one-way system will limit potential contact points and enable more effective social distancing for adults.

Pupils who travel to school by school transport, (taxis and buses), will be dropped off at the normal location and escorted to the pitch by a member of staff.

At 9.00am, the children will be collected from the pitch by their class teacher and walked safely up to the school. They will enter the school via the Cultural Centre doors. This means that they will not be required to cross the road to access the playground gates. Any child who brings their bike or scooter to school will be escorted to the playground at this time so that it may be left in a secure location.

If your child arrives after all classes have been brought in, they should make their way to the main entrance doors at the school office.

**From Monday 19<sup>th</sup> April the following procedures for pick-up will be in operation for P1-P7 pupils.**

Nursery pupils should be collected from the nursery doors as normal.

Pick-up arrangements for pupils who travel home using school transport will remain the same.

P1-P3 classes will exit through the Cultural Centre Doors and be walked to the astro pitch where they can be collected by parents/carers. **Parents/carers should not wait in the area outside the Cultural Centre to collect their child. All children should be collected from the pitch.** Each class will be walked to their lining up zone. Parents/carers will be permitted to enter the pitch to collect their child, however, we would ask you **to stand well back from the entrance area and class zones.** Parental Waiting Zones will be allocated and signposted for specific classes. Please maintain appropriate social distancing at all times. Face coverings should also be worn. Class teachers will ask parents to step forward to collect children to ensure that each child is collected by the correct adult. We would ask parents/carers not to remove their child from the class line as the children make their way to the pitch to ensure that class teachers can ensure that every child is collected safely. Staff will remain with the children until they have been collected.

Please note that dogs are not permitted on the astro pitch.

**Older siblings will exit with the youngest sibling's class and make their way to the pitch. If an older sibling is walking a younger sibling home, a member of staff will dismiss them from the pitch.**

If your child is in P1-P3 and has brought their bike/scooter to school, we would ask you to walk them up to the playground gates after you collect them. Your child will be able to enter the playground to retrieve their bike/scooter at this point. The path leading to the school should be quieter at this point as the majority of older pupils will have made their way out.

P1-P3 pupils who attend C&S After School Care will be 'dropped off' as they pass the area in the school being used by this group. P1-P3 pupils who attend Buchanan Park After School Care, will remain with a member of school staff on the pitch until they are collected.

Childminders should be able to collect all P1-P3 pupils from the pitch and older pupils will be able to walk to the pitch to meet them.

P4-P7 pupils will exit through the playground gates as normal. We would ask parents not to congregate outside the gates of the main playground. This is a major congestion point. If your child is in P4-P7, please discuss a suitable meeting place with your child. This could be inside or outside the school grounds. Staff will start escorting children to the gates at 2.55pm to ensure a staggered departure.

If your child is in P4-P7 and attends an After School Care Club, we will ask these organisations to have a member of staff close to the gates to wait for your child as they exit the playground.

We have no doubt that it will take some time to get used to these arrangements. They are certainly not ideal for pupils, parents or school staff. However, we have attempted to come up with a viable solution in the short turnaround time we have been given. The school's two Education Managers, Mrs Margaret Hunter and Miss Michelle O'Halloran will be on school grounds on Monday morning/afternoon to help out. We will review our plans on an ongoing basis and make any changes necessary.

We would ask you to share this information with any family member or adult who may be dropping off or collecting your child from school.

Thank you for your ongoing patience and support.

Yours sincerely

Paul McKeever  
Head Teacher