



West Leigh Junior School

Part of the Portico Academy Trust

Executive Headteacher - Mrs C. Woolf

Head of School - Mr J Lear

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PORTICO
ACADEMY TRUST

opening doors, unlocking potential

CEO - Mrs C. Woolf

11th September 2020

Dear Parents/Carers,

STAGGERED START AND FINISH TIMES

First of all, can we say how immensely impressed we have been by the children since they have returned to school. It is a delight to see their cheerful faces each morning and the vast majority of them are obviously very much enjoying being back in school. We would also like to thank you for your continued support and positivity whilst we reopened the school to all. We have a great partnership between us.

The staggered starting and finish times have worked extremely well and have become very efficient. So much so, we have decided that we are now, as of next Monday (14th), able to reduce the intervals between the different classes' arrival and departure times to 5 minutes instead of 10.

The new times for arrival are:

8.40 6W, 5G, 4B, 3E

8.45 6F, 5C, 4R, 3T

8.50 6J, 5H, 5S, 3N

8.55 6M, 5U, 4L, 3D

The new times for collection at the end of the school day are:

3.10 6W, 5G, 4B, 3E

3.15 6F, 5C, 4R, 3T

3.20 6J, 5H, 5S, 3N

3.25 6M, 5U, 4L, 3D

The children will continue to enter and leave by the same gate as before - that is Years 3 and 5 via Westleigh Avenue and Years 4 and 6 via Ronald Hill Grove.

Hopefully this will go some way to helping you with your 'drop-off' and collection arrangements. However, the success of this will very much be dependent on you and the children sticking tightly to the times as detailed above. Early or late arrival/collection will obviously lead to congestion so we ask that you keep to these times as best you can.

We also request that once you have delivered or collected your child(ren) that you move away from the roads around the school as quickly as possible especially Westleigh Avenue where it can become extremely congested at the end of the school day.

We appreciate that this maybe slightly sort notice and you may not be able organise or re-arrange the changes to 'drop-off' or collection by Monday but we thought it best to start these new arrangements at the beginning of the week. We understand that it might take a couple of days for you to sort things out at home but eventually things will be as slick as the last few days.

We wish you a lovely weekend with some of the sunshine and warmth that has been forecast! Thank you once again for your continued support.

Yours sincerely,

Handwritten signature of Cheryl Woolf in blue ink.

Cheryl Woolf
Executive Headteacher

Handwritten signature of John Lear in blue ink.

John Lear
Head of School