



Totley Primary School
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Headteacher: Mr Ben Paxman
Chair of Governors: Mr Alex Munro

Thursday 8th October

Dear parents and carers

With the very real possibility of increased COVID-19 restrictions in Sheffield in the near future, I am asking for your support in helping us maintain our safety measures at school effectively. Whilst the majority of parents and carers are showing the levels of caution and consideration for others that we would expect, the following aspects of pick up and drop off could be improved:

- Please stick as closely to year group timings as possible (see timetable on the next page). We have seen some days where too many people arriving early has caused crowding at the top of the main path.
- Remember that parents and carers are welcome to spread out into the MUGA playground to help spread people out and encourage social distancing.
- Please avoid standing and chatting to other parents and carers once you have collected your child and leave the school grounds promptly. This will help with the flow of people through the one-way system.
- Please be mindful of maintaining 2m distancing as much as possible and be aware of unintentionally blocking the path for others who may be wishing to pass.
- Please do not allow your child to play on the field – again, we need people off site as quickly as possible.
- The increased level of face covering wearing on the school site has been welcomed by staff and many others within the school community. Your continued support with this is also much appreciated.

It really pains me to have to make these requests as one of the highlights of working at Totley Primary is the social side of school life and being part of the lovely interaction within this fantastic community. I genuinely long for those days to return where the children can stay and play in the sunshine after school, while parents, carers and school staff have a good natter and a catch up. And return I'm sure they will....

This feels like a particularly timely request this morning, having just heard that Mrs Davis in our school office has tested positive for COVID-19. I'm glad to report that she is fine, although tired. She has not been in school recently and has not had any prolonged contact with any children or other staff. This brings into sharp focus the importance of working together to keep things as safe as we can by keeping our distance and reducing contact / virus transmission opportunities as far as possible.



Class	Arrival	Departure	Entrance
FS2D	8.55	3.20	Classroom Door
FS2A	8.55	3.20	Classroom Door
Y1P	8.50	3.15	Classroom Door
Y1M	8.50	3.15	Classroom Door
Y2B	8.45	3.10	Classroom Door
Y2F	8.45	3.10	Classroom Door
Y3W	8.40	3.05	Classroom Door
Y3K	8.40	3.05	Classroom Door
Y4D	8.35	3.00	Pupil Only
Y4R	8.35	3.00	Pupil Only
Y5	8.30	2.55	Main entrance
Y6	8.30	2.55	Main entrance

*Siblings or children being cared for by childminders arrive with the latest child and depart with the earliest unless they walk to and from school independently

Yours sincerely,



Ben Paxman
Headteacher