



Bicton Church of England Primary School

Bicton Lane, Bicton, Shrewsbury, Shropshire. SY3 8EH

Telephone: 01743 850212 Email: admin@bicton.shropshire.sch.uk

Website: www.bictonschool.org.uk

Head teacher: Mrs Natalie Johnson BA (Hons)

Monday 18th July 2016

Dear Parents and Guardians,

As you may be aware, we have been granted planning permission to have an Eco-room built at the end of the infant playground next to the wildlife area which we are all very excited about!

The project is due to start towards the end of the summer holiday so **the School car park will be out of use during the autumn term until the build is completed.**

The Parish Council have kindly offered the Village Hall car park for parents/guardians/family members to use during the autumn term. We recognise that some children are 'dropped off' in the morning, as parents are on their way to work. Therefore, can we please ask that you refrain from parking on Bicton Lane as this is likely to be where adults drop children off. There will be a member of school staff on duty every morning at the small wooden pedestrian gate, to ensure children are assisted in crossing the road.

The infant playground will be out of use other than for emergency exit from the classrooms.

Breakfast Club and 8:30 Club

Children can still be 'dropped' at the side Hall door from 7:45 for Breakfast Club and from 8:30 for the following Club.

Start of the Day Arrangements 8:45

Children will enter through the main door at reception, where a member of staff will be present.

Class 1	We recognise that Class 1 parents may wish to accompany their child into School during the first few weeks.
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Classes 2, 3, 4 & 5	Children in Classes 2, 3, 4 & 5 should go straight to their classes where teaching staff will be ready to greet them in preparation for the day ahead. (Children new to the school may wish their parents to accompany them in the first couple of weeks.)
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The bell for morning registration will be rung at the end of the corridor at 8:55 and any parents still in the building will then be expected to leave so that the children can start their morning activities.

End of the Day Arrangements at 3:15

Class 1	Class 1 will exit through the Pre-school metal gate - parent/the person collecting them to wait in the area outside the Pre-school.
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Class 2	Class 2 will exit through the main door at reception - parent/the person collecting them to wait outside the main door.
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Class 3 *	Class 3 will exit through the Community-use side door (next to the Music room) - parent/the person collecting them to wait outside the side door.
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Classes 4 & 5 *	Classes 4 & 5 will exit through the side Hall door (Breakfast/Film Club door) - parent/the person collecting them to wait outside the side door
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End of the Day Arrangements for Siblings

Brothers or sisters will be sent to join the youngest child in the family to exit the School with them.

* We recognise that some children in Years 4 & 5 will be walking home unaccompanied.



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Collecting from After-School Clubs

<u>All</u> Clubs	Children to be collected from the side Hall door.
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The safety of our pupils and pedestrians is paramount and these measures will ensure that children and adults can access and exit the School site safely. As with any change, we expect 'teething troubles' and will continually monitor, review and change the procedures as necessary.

If any parents would be interested in running a Walking Bus e.g. from the Village Hall car park, please could you speak to me.

If you have any questions regarding the above, please do not hesitate to speak to me in person or telephone School if that is easier for you.

Thank you in advance for your support.

A handwritten signature in black ink, appearing to read "Natalie Johnson".

Mrs Natalie Johnson
Head teacher