



EYFS and KS1 – drop off times / collecting your child.

Punctuality is so important, both when dropping your child off and collecting them at the end of the day. If children arrive late they can feel uncomfortable and miss vital learning and if they are left till late they can become very distressed.

Please let us know if you are going to be late so we can support your child.

	Nursery session times	Reception session times	Year 1 and 2 session times
Coming in	8.30am / 8.55am / 12.30pm (depending on session choice)	8.45am – 8.55am	8.45am – 8.55am
Home time	11.30am / 3.00 pm / 3.30pm (depending on session choice)	3.00 pm (doors open from 2.55pm)	3.05pm

Please note – children in Rec / KS1 are late if they arrive after 8.55am

“Do’s and Don’ts” of pick up time – with our thanks 😊

Pleasedo

- ✓ arrive on time
- ✓ stand back from the door so staff can see who is collecting each child
- ✓ Nursery parents / carers can wait in the cloakroom area
- ✓ talk to them about their day
- ✓ wait until the whole class have been dismissed to approach your child’s teacher if you need to speak to them
- ✓ make sure you are supervising your child at all times
- ✓ make sure your child stays off any school equipment / outdoor resources
- ✓ phone ahead if you are going to be late
- ✓ have high expectations of your child’s behaviour

Pleasedon’t

- ❖ crowd near the door – this makes it very difficult for staff to see
- ❖ call your child out in case staff don’t see where they go
- ❖ be too distracted by your mobile phone
- ❖ send anyone to collect your child who is not on their safeguarding list
- ❖ distract the staff from watching who is collecting the children
- ❖ allow your children to climb on / use or damage school equipment
- ❖ bring dogs onto the yard, even on a lead (unless they are assistance dogs)
- ❖ ride electric bikes or children’s electric scooters on the yard