

Drop off and Pick Up points and arrangements

Please drop children at the entrance you dropped at last term. Pick up will be from same entrance as drop off.

If you have more than one child see notes at bottom of table 2.

Monday 8 th March 2021				
Year group	Parking area	Entry/exit points	Drop off	Pick Up
Breakfast Club	Behind Dining Room	As last term: Via gate behind Dining Room. Wash hands outside Dining Room and enter through Dining Room Door. Parents do not enter Dining Room. Staff member will greet at entrance.	7.30 to 8.25	NA
Nursery	Visitors Car Park	As currently: Entering along by Drama Studio and then enter coloured playground by Prep School Office and Caterpillars are met at first wooden gate on left and Butterflies are met at 3 rd wooden gate on left. Parents exit playground via coloured gate nearest double brown gates. Pick up is the same in reverse.	8.30-8.45 11.30/12.30	3.35 11.30/12.30
Reception	Visitors car park	As last term: Queue alongside Drama Studio and handover to member of staff outside the Prep Office. Children then enter Reception via the side door opposite St Joseph's Court. Pick up is from outside the Prep Office. Your child will be sent out to you.	8.45-8.55	3.25
Year 1 & 2	Behind Sports hall - gravel parking area.	As last term: Entry via gate behind Dining Room. Yr 1 children will wash hands outside year 1 classroom (supervised by staff member). Yr 2 children enter via same gate and wash their hands outside the Dining Room. Parents drop at the brown gate and exit down the path back into the car park. Wait on path behind Dining Room to collect your child. Staff will bring children out to meet you.	8.30-8.50	Yr 1 : 3.30 Yr 2 : 3.30 (late room for those with older siblings, pick up at 3.40 from same place – we request that you are on time please)

Year 3	Sports hall gravel parking area.	<p>As last term: Enter via Sports Hall gate & line up along outside Yr 4 classrooms lower level. Enter through Main doors of Oakleigh Building.</p> <p>Parents collect from playground in front of Yr 3 classrooms, entering via gate by sports hall (no earlier than 3.40pm), then walking around the building by the Orchard and behind the sports hall. Children will be let out of classroom directly to meet parents.</p>	8.30-8.50	3.45
Year 4	Sports hall gravel parking area.	<p>As last term: Enter at steps at back of Sports Hall - line up along side of changing rooms (above blue path – opposite Forest School area).</p> <p>Parents wait in the car park area which will be cordoned off along the wall of the Science Room/Sports Hall entrance.</p> <p>Pupils will be brought to the gate at entrance to Sports Hall and be released to parents waiting.</p>	8.30-8.50	3.45
Year 5	Jockeys and owner's car park opposite race course.	<p>As last term: Enter via Jockeys car park gate, opposite Orchard Lodge and walk down path to wash hands by office and enter front of Year 5 (St Joseph's).</p> <p>Parents collect from outside same entrance dropped off at.</p>	8.30-8.50	3.45
Year 6	Jockeys and Owner's car park opposite race course.	<p>As last term: Enter via Jockeys car park gate – opposite back door of Year 5 and bottom of Year 6 staircase.</p> <p>Parents collect from outside same entrance dropped off at.</p>	8.30-8.50	3.45
Homework Club	Jockey and Owner's car park	<p>As last term: Wait outside brown gate opposite year 6 door at bottom of stairs.</p>	NA	5pm
TeaRex	Jockey and Owner's car park	<p>As last term: Wait outside Orchard Court, entering via gate from Jockey and Owner's car park.</p>	NA	4.30-6.30
Dino Club	Park in Visitors Car Park	<p>As last term: Collect from Reception door.</p>	N/A	3.30-6.30pm
EXTRA NOTES	All gates will be closed at 9am. Any child arriving after this time will have to go via the school office and be signed in late. They must be accompanied by a parent for this.			

Siblings Drop off and Pick up – If you have several children then please allow time to get them to the relevant entry point. If this is difficult, you may drop/collect all your children at the youngest child's entry point. A member of staff will help them get to where they need to go. If you made particular arrangements last term, then please continue with those.

Under no circumstances will children be allowed to walk out across the car parks unaccompanied.

! Senior pupils in Years 10,11,12 & 13 will also be collected from the Jockey and Owner's car park, therefore please leave site asap so that there is no congestion when these children get picked up just before 4pm – thank you. They will wear masks as they walk through the Prep site.

Pupils arriving on the school bus please enter school via the Drama Studio pathway and go to old classroom entrance on first day, then new classroom entrance from day 2.