



21st October 2020

Arrivals and departures

Please be patient with us as we have had to make several changes to how we operate at Stoneygate Nursery School, to maintain strict COVID procedures.

Please be prompt when dropping off or collecting your child (at your allocated time). This will help us;

- To avoid congestion outside
- To ensure that children get the most out of their time at nursery
- To enable us to have staff in place to greet your child and help them with handwashing on arrival
- To enable us to maintain adult: child ratios at all times, including supervising children's lunch times

If for any reason you need to collect your child before the end of a session, please let the nursery staff know in advance so that we are ready and able to bring your child to you. You may be asked to wait for a few minutes, please be patient while we do this.

If you arrive late, for any reason, you may be asked to wait until a member of staff is available to collect your child from the entrance as;

- Classroom staff may be working with a group of children
- Office staff may be on the telephone or working elsewhere in the building.

We are doing our utmost to keep children and staff as safe as possible and appreciate your support at this challenging time. Our procedures are in place to prevent having a COVID outbreak in school, or any further school closure.

When there is a queue, please adhere to the 2m rule and avoid passing others who are waiting in the queue. (The school office is closed between 12.00-12.30 for staff to have a lunch break)