

# Bitterley C of E Primary School Academy 2-11



Bitterley, Ludlow, Shropshire, SY8 3HF

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Wednesday 8<sup>th</sup> September 2021

Dear Parents/Carers,

## School timings

All children should be in school by 8.55am which is when the registers are taken. Anyone arriving after this time will be marked as late. The gates open at 8.40am so that parents are able to drop their children at school within a 15-minute window.

As a reminder all routine appointments should be made out of school hours if at all possible and holiday requests will not be authorised in line with policy and government legislation.

## End of the day routine

To try to improve safety and efficiency, we are going to try a change of routine at the end of the school day when the children are being dismissed at 3.15pm. This will be effective from Thursday 9<sup>th</sup> September.

- Staff will ensure bus children get onto the buses safely.
- There will be no change to the way Little Acorns are dismissed.
- Wondrous Willows will be dismissed from the covered outdoor area close to their classroom (to the left of the school hall).
- Majestic Maples and Fantastic Firs will be dismissed from their classrooms. We ask that adults collecting these children wait under the covered outdoor classroom to the north side of the school (Past reception and around to the garden area).
- Might Oaks will be taken to the lower playground near to the stadium beside the field. If the weather is inclement, you are welcome to shelter in the stadium.
- If you have more than one child to collect, please collect the youngest child first then move to the area where the older child will be waiting.

## Out of Hours Club

We are extremely keen to continue to provide wrap around care both before and after school. We know that this service is invaluable to many working parents. Unfortunately, the club has been running at a loss for some time. This is something which the school budget cannot support. We know that a flat rate for some parents is prohibitive but at the same time we need to ensure we cover staff and food costs.

Having reviewed the current fees, we have adjusted the payment to a sliding scale, however, this relies on good attendance.

7.45-8.45	£4
3.15-4.15	£4
3.15-5.15	£8
3.15-6.00	£12

We always welcome prior bookings but want to offer the flexibility of last minute bookings as well. If you are late picking your child up, you will be charged for the next hour. We will review the success of this arrangement at half term in order to establish the sustainability of the club.

### Bags in school

After much confusion we would like to clarify the school position. Following the last 18 months of lockdowns and infection control we are trying to ensure that children don't have to bring any unnecessary items to school. As a result, children should attend school in their PE kits on PE days which means fewer lost items of clothing. Whilst we don't need children to bring big bags in, if you feel that your child needs a small bag in order to bring items such as a packed lunch or fruit then they are welcome to do so.

### School Website

Our new website is under construction this will take a little while to complete. In the meantime, if you have any questions or concerns please do not hesitate to contact the school office or speak to a member of staff on the gate.

We are continuing to use class email addresses so that you can contact your child's class teacher more directly. These email accounts will be accessed within the working day. Please see the addresses below:

[lac@bitterley.shropshire.sch.uk](mailto:lac@bitterley.shropshire.sch.uk) Little Acorns

[wwc@bitterley.shropshire.sch.uk](mailto:wwc@bitterley.shropshire.sch.uk) Wondrous Willows

[ffc@bitterley.shropshire.sch.uk](mailto:ffc@bitterley.shropshire.sch.uk) Fantastic Firs

[mmc@bitterley.shropshire.sch.uk](mailto:mmc@bitterley.shropshire.sch.uk) Majestic Maples

[moc@bitterley.shropshire.sch.uk](mailto:moc@bitterley.shropshire.sch.uk) Mighty Oaks

We are aware that we are introducing new routines and arrangements and this can be a little unsettling after what has been a really difficult 18 months but we are constantly seeking ways to improve the school and its environment and look forward to your continued support.

Yours sincerely,

Matthew Halstead