

29 June 2021

Dear Parents and Carers,

As you are aware, over the last 18 months, in line with Government guidance, we have made changes to the school day in order to accommodate staggered start and arrival times, as well as social distancing requirements. Looking ahead to September term, I am writing to inform you of some slight changes to the structure of the school day here at Sandy Hill Academy. The staggered start and end of day times are slightly shorter:

**Main School:** Slightly shorter staggered timings.

8:30 – 8:40 Arrival at school, in allocated time slot (8:30 – 8:35 A-M, 8:35 – 8:40 N-Z)

2:50 – 3:00 Collection from school, in allocated time slot (2:50-2:55 A-M, 2:55-3:00 N-Z)

2:45 – 2:55 Reception Classes end of day (2:45 – 2:50 A-M, 2:50 – 3:00 N-Z)

**Nursery:** Timings remain the same.

AM Session: 8:30 - 11:30

PM Session: 12:00 – 3:00

**Kids Club wraparound Care:** Timings remain the same, supporting both before and after school provision.

AM Session: 7:45 – 8:30

PM Session: 3:00 – 4:15 or 3:00 – 5:30

These changes are planned for September and will be reviewed around October half term. Currently, the Government guidance does not state restrictions for the Autumn term, however, if needed or any updates occur, please rest assured, we will be in communication again.

I believe that these changes will be beneficial to the school community and will have a positive effect on your child's education, with a more settled start to the school day. In addition, the end of day dismissal will be shorter and so less disruptive to class learning sessions.

The arrival and departure procedures will remain unchanged, ensuring all children are safely seen both into school in the morning as well as safely dismissed to the correct adult at the end of day. As always, safeguarding is paramount to all procedures. Certainly, we do hope in the new academic year that we will be able to have more parents able to visit classrooms and share their children's learning.

It will also be wonderful to welcome our previous, as well as new, parent volunteers to help in classes also, including hearing children read at the start of the day for 30 minutes, or more if you're able. Anyone who is interested in supporting with this, please contact the office or your child's class teacher, letting us know when you're available to help and we'll be happy to arrange DBS checks and collate the information necessary, ready to start in the new academic year.

The information in this letter has also been sent to the local county transport provider, and other childcare providers. We will make sure to work together so that there is minimal disruption.

As these changes are minimal, I appreciate that it may well not affect you at all, however, as always, please do feel free to email: [hello@sandyhill.org.uk](mailto:hello@sandyhill.org.uk) if you have any queries, questions or feedback.

Yours sincerely,

Bridget Rundle  
Head of School