



Nene Way  
St. Ives, Cambs.  
PE27 3WF  
Phone: 01480 466919  
Fax: 01480 498248  
www.wheatfields.cambs.sch.uk



Mrs Theresa Thornton  
Headteacher  
Mrs Emma Verney-Davies  
Deputy Headteacher  
Mrs Gemma Edwards  
Assistant Headteacher

5<sup>th</sup> March 2021

Dear Parents/Carers,

As explained in Assembly this morning, I am sending 2 letters about the return to school on Monday. I would ask that all parents and carers read the information below carefully before returning to school. In addition, the Local Authority and Public Health have sent out a letter to all parents. The Local Authority is in support of schools rigorously ensuring that everyone within the school community adheres to the preventative measures that have been put in place. A reminder of the recent changes that are highlighted below.

Arrangements:-

- To minimise parent contact, there is a 10 minute window to drop off and collect your child(ren).
- As long as your child arrives and is collected at some point in the 10 minute window for their year group, they will not be registered as late for either drop off or pick up.
- You have time within the 10 minute window to drop off/collect, then go.
- Drop off and collection points remain the same as the Autumn term.
- EYFS parents please stagger entry into the EYFS area at pick up. Your children will not be released until you are visible so please wait until the EYFS area is less busy before approaching.
- No pupils, parents or carers should arrive **before** the window opens for their year group. If you are early, your child(ren) in EYFS, Year 1, Year 2 and Year 3 **must stand and wait with parents/carers** until the school opens to them and the member of staff appears. There is space for you to stand socially distant from others.
- Years 4, 5 and 6 can come straight round to their classrooms.
- If you are early because you have more than one child attending school, the waiting child must **stand with you and wait with you** in one of the waiting zones. Please tell your children that they cannot run around.
- If your child cannot stand with you, come at the **end** of your 10 minute window.
- Parents and carers may be asked to disperse by members of staff if they are in a group, even outside the school premises.
- A face covering should be worn by parents/carers during drop of and pick up, unless exempt.
- Pupils, parents and carers must leave the school site within their window.
- In rain or snow doors will not open early.
- Please continue to use the covid@email to inform us immediately of any positive test results/symptoms and awaiting test results.
- Should the school receive news of a positive case parents will be contacted immediately and your child's bubble will close.





Nene Way  
 St. Ives, Cambs.  
 PE27 3WF  
 Phone: 01480 466919  
 Fax: 01480 498248  
[www.wheatfields.cambs.sch.uk](http://www.wheatfields.cambs.sch.uk)



Mrs Theresa Thornton  
 Headteacher  
 Mrs Emma Verney-Davies  
 Deputy Headteacher  
 Mrs Gemma Edwards  
 Assistant Headteacher

**Timings of the school day from 8<sup>th</sup> March for all pupils.**

Year Group	Drop off	Pick up
EYFS	08:55	15:10
1	08:55	15:10
2	08:45	15:00
3	08:40	15:00
4	08:40	15:00
5	08:30	14:50
6	08:30	14:50

In addition, classrooms need to be well ventilated so please get children to wear additional layers. Coats may need to be worn in the classrooms. Some members of staff may choose to wear a visor while working with the children and a face covering in communal areas other than classrooms. This is personal preference and not an expectation of all school staff. Face coverings will not be worn in classrooms but will be worn by staff during drop off and pick up. There is no requirement for pupils to wear a face covering.

Thank you all for your support in keeping us all safe.

We hope you have a lovely weekend and we look forward to seeing all of our families on March 8th.

Best wishes,

**Theresa Thornton**  
**Headteacher**

[www.wheatfields.cambs.sch.uk](http://www.wheatfields.cambs.sch.uk)

Phone: 01480 466919

*Wheatfields Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

