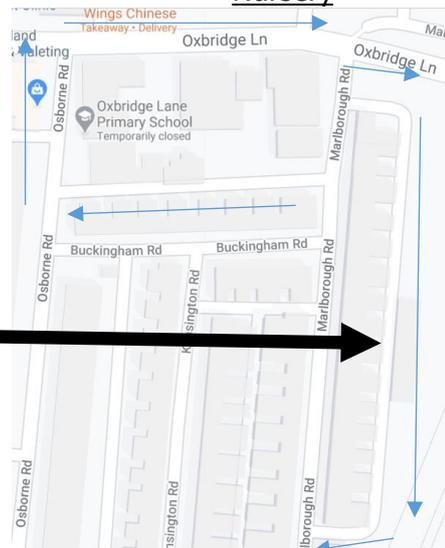


Safety Protocol for Arrival and Collection at Oxbridge Lane Primary School



Nursery



One-way system
around school for
drop-off and collection

Nursery entry
and exit

Dropping Off

- Please follow the one-way system in place for drop-off (enter via the entrance closest to Oxbridge Lane and leave down the alley towards Ropner Park). The one-way system indicates the direction from which to approach and leave the gates.
- Only one adult can bring a child to school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- The adult managing your child's group will greet your child at the gate and guide them into the Nursery building.
- Your child will sanitise their hands at the station upon entry.
- Adults must not pass the gate onto the school premises other than in an emergency situation.

Collection

- Please follow the one-way system in place for collection.
- Only one adult can collect a child from school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- Your child will sanitise their hands as they leave the building.
- The adult managing your child's group will bring your child to the gate for you to collect them.
- Adults must not pass the gate onto school premises other than in an emergency situation.

Further information

What should my child wear?

It is advisable for staff and children to wear short sleeves in order to wash their hands more effectively and prevent the spread of the virus on clothes. We ask that children are in school uniform as much as possible.

What if my child is late?

You will need to phone school to arrange a safe new arrival time. Please do not just bring your child to the main entrance as other children will be entering through that door.

What if my child is unwell?

If your child is displaying any symptoms listed below, please contact school to inform them and follow the Government's guidance on staying at home.

- High temperature / New, continuous cough / Loss or change to your sense of smell or taste

What if I need to collect my child from school early?

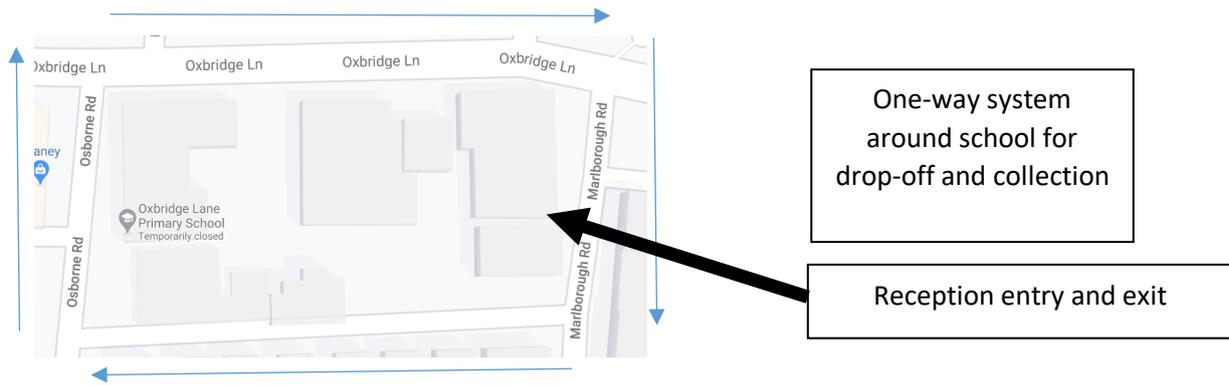
We ask that this is only done in an emergency and you would need to phone school prior to arrange a safe collection time.

- Pupils will be provided with a water bottle. This will remain in school and be cleaned daily.
- Pupils must not bring any book bags, toys, stationery items etc. into school. They will be provided with everything they need in school.
- Pupils can wear trainers to come to school and physical activity will be light so PE kit is not required.
- Staff and children are advised to have short nails to limit cross-contamination and improve hand hygiene.

Safety Protocol for Arrival and Collection at Oxbridge Lane Primary School



Reception



Dropping Off

- Please follow the one-way system in place for drop-off (Please go one way around the school building as indicated on the map above). The one-way system indicates the direction from which to approach and leave the gates.
- Only one adult can bring a child to school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- The adult managing your child's group will greet your child at the gate and guide them into the school grounds.
- Your child will sanitise their hands at the station upon entry.
- Adults must not pass the gate onto the school premises other than in an emergency situation.

Collection

- Please follow the one-way system in place for collection.
- Only one adult can collect a child from school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- Your child will sanitise their hands as they leave the building.
- The adult managing your child's group will bring your child to the gate for you to collect them.
- Adults must not pass the gate onto the school premises other than in an emergency situation.

Further information

What should my child wear?

It is advisable for staff and children to wear short sleeves in order to wash their hands more effectively and prevent the spread of the virus on clothes. We ask that children are in school uniform as much as possible.

What if my child is late?

You will need to phone school to arrange a safe new arrival time. Please do not just bring your child to the main entrance as other children will be entering through that door.

What if my child is unwell?

If your child is displaying any symptoms listed below, please contact school to inform them and follow the Government's guidance on staying at home.

- High temperature / New, continuous cough / Loss or change to your sense of smell or taste

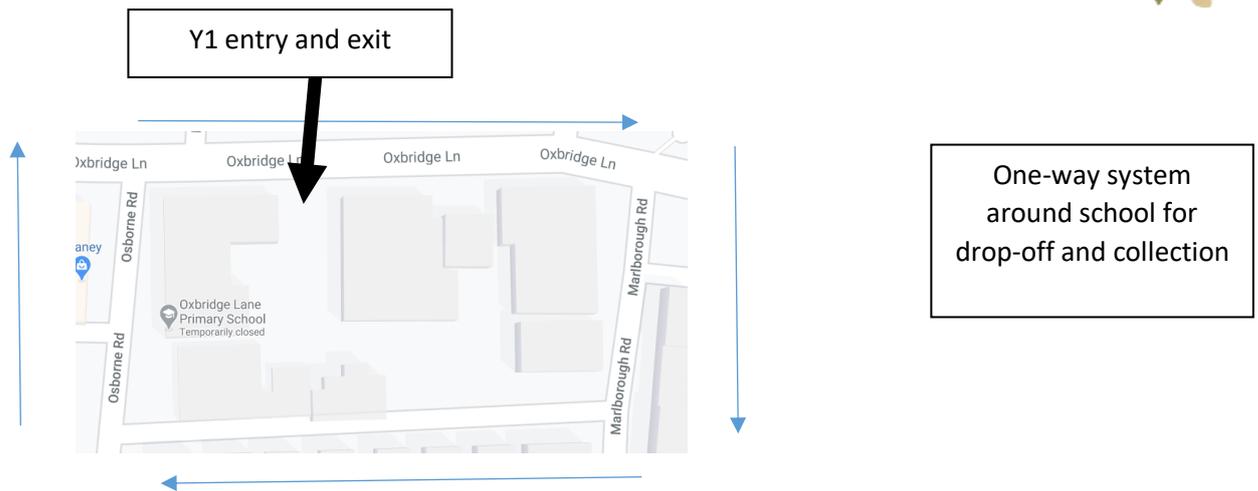
What if I need to collect my child from school early?

We ask that this is only done in an emergency and you would need to phone school prior to arrange a safe collection time.

- Pupils will be provided with a water bottle. This will remain in school and be cleaned daily.
- Pupils must not bring any book bags, toys, stationery items etc. into school. They will be provided with everything they need in school.
- Pupils can wear trainers to come to school and physical activity will be light so PE kit is not required.
- Staff and children are advised to have short nails to limit cross-contamination and improve hand hygiene.

Safety Protocol for Arrival and Collection at Oxbridge Lane Primary School

Year 1



Dropping Off

- Please follow the one-way system in place for drop-off (Please go one way around the school building as indicated on the map above). The one-way system indicates the direction from which to approach and leave the gates.
- Only one adult can bring a child to school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- The adult managing your child's group will greet your child at the gate and guide them into the school grounds.
- Your child will sanitise their hands at the station upon entry.
- Adults must not pass the gate onto the school premises other than in an emergency situation.

Collection

- Please follow the one-way system in place for collection.
- Only one adult can collect a child from school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- The adult managing your child's group will bring your child to the gate and send them to you.
- Adults must not pass the gate.
- Your child will sanitise their hands as they leave the building.

Further information

What should my child wear?

It is advisable for staff and children to wear short sleeves in order to wash their hands more effectively and prevent the spread of the virus on clothes. We ask that children are in school uniform as much as possible.

What if my child is late?

You will need to phone school to arrange a safe new arrival time. Please do not just bring your child to the main entrance as other children will be entering through that door.

What if my child is unwell?

If your child is displaying any symptoms listed below, please contact school to inform them and follow the Government's guidance on staying at home.

- High temperature / New, continuous cough / Loss or change to your sense of smell or taste

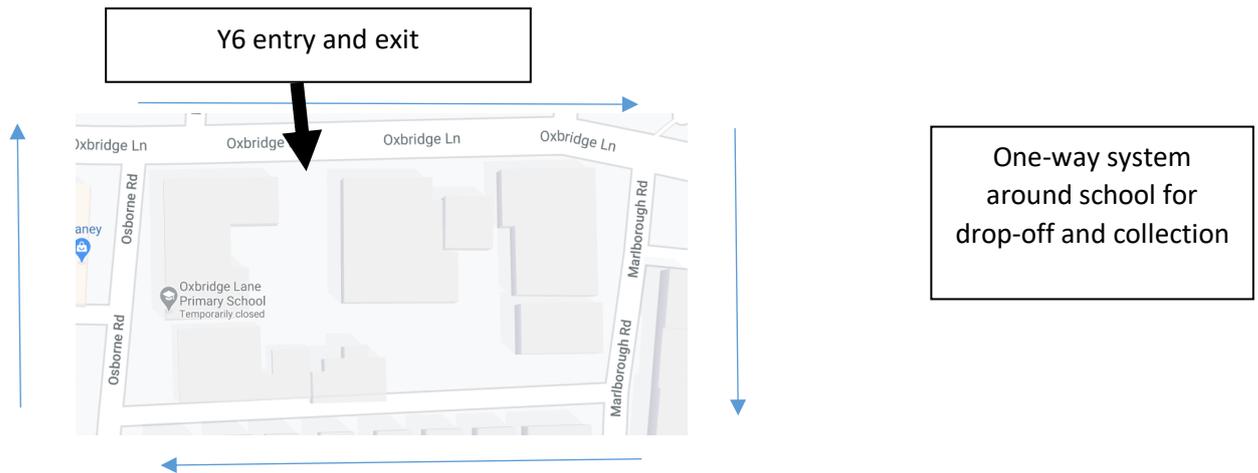
What if I need to collect my child from school early?

We ask that this is only done in an emergency and you would need to phone school prior to arrange a safe collection time.

- Pupils will be provided with a water bottle. This will remain in school and be cleaned daily.
- Pupils must not bring any book bags, toys, stationery items etc. into school. They will be provided with everything they need in school.
- Pupils can wear trainers to come to school and physical activity will be light so PE kit is not required.
- Staff and children are advised to have short nails to limit cross-contamination and improve hand hygiene.

Safety Protocol for Arrival and Collection at Oxbridge Lane Primary School

Year 6



Dropping Off

- Please follow the one-way system in place for drop-off (Please go one way around the school building as indicated on the map above).
- Only one adult can bring a child to school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- The adult managing your child's group will greet your child at the gate and guide them into the school grounds.
- Your child will sanitise their hands at the station upon entry.
- Adults must not pass the gate onto the school premises other than in an emergency situation.

Collection

- Please follow the one-way system in place for collection.
- Only one adult can collect a child from school.
- You must arrive at the designated time given as we have groups staggered throughout the day.
- Line up on the markers to ensure that you continue to follow the 2-metre social distancing guidance.
- The adult managing your child's group will bring your child to the gate and send them to you.
- Adults must not pass the gate.
- Your child will sanitise their hands as they leave the building.

Further information

If you wish for your child to walk to and from school unaccompanied, please complete the attached consent form.

What should my child wear?

It is advisable for staff and children to wear short sleeves in order to wash their hands more effectively and prevent the spread of the virus on clothes. We ask that children are in school uniform as much as possible.

What if my child is late?

You will need to phone school to arrange a safe new arrival time. Please do not just bring your child to the main entrance as other children will be entering through that door.

What if my child is unwell?

If your child is displaying any symptoms listed below, please contact school to inform them and follow the Government's guidance on staying at home.

- High temperature / New, continuous cough / Loss or change to your sense of smell or taste

What if I need to collect my child from school early?

We ask that this is only done in an emergency and you would need to phone school prior to arrange a safe collection time.

- Pupils will be provided with a water bottle. This will remain in school and be cleaned daily.
- Pupils must not bring any book bags, toys, stationery items etc. into school. They will be provided with everything they need in school.
- Pupils can wear trainers to come to school and physical activity will be light so PE kit is not required.
- Staff and children are advised to have short nails to limit cross-contamination and improve hand hygiene.