

# Stillness Infant and Junior Schools

*Brockley Rise, London, SE23 1NH*

**Stillness Infant School**  
Tel: 020 8690 1208  
Head Teacher: Annie Grimes  
Deputy Head: Sian Bannister

**Stillness Junior School**  
Tel: 020 8690 1416  
Head Teacher: Mitzi Nichol  
Deputy Head: Amy Polglaze

9 September 2020

Dear Parents and Carers,

We are committed to making our school as safe as possible during the Coronavirus pandemic so this means we need to regularly review our procedures. Please take the time to read the information below very carefully and share it with other family members who may collect or drop off your children. To ensure the continued opening of our school, it is imperative that we follow the procedures put in place to protect each other.

## **Social Distancing**

To enable you to socially distance, you have been allocated a **ten minute window** in which to drop off and collect your child/ren. Many people are arriving a few minutes before their allocated time causing people to congregate around the gate. Please consider arriving towards the middle or end of your time slot to avoid this. If you do happen to arrive early, wait across the road or spread out down the street until the gate opens.

Please aim to keep 2m between yourself and the people in front and beside you and **at least 1m minimum**. We have plenty of time to dismiss all children safely so you have plenty of time to wait back if it is crowded. Bear in mind members of our school community who may be vulnerable and have been shielding. We would encourage Stillness parents to wear masks at pick up time when you enter the school site. Some of us may be asymptomatic; therefore, this will help reduce the risk to other parents and children at this very busy time of the day.

Once in the playground, please avoid stopping and move along as quickly as possible, as stopping creates a crowd of people behind you. We need to keep the gate area as clear as possible, so after dropping your child off, please do not linger around the gate as this blocks the way for other children arriving. Feel free to cross to the other side of the road if you would like to watch your child go in and maintain social distancing there. Move away from the front of the school and use the other side of the street or further down if you are talking with other parents and be sure to maintain social distancing.

## **MORNING DROP-OFF**

Families with children in both schools arrive **BETWEEN 8.35 - 8.45am** at the Top Gate (car park gate).

If you have children just in the junior school, or just in the infant school, arrive at school **BETWEEN 8.45am - 8.55am using the allotted entry gates** - Y6, nursery, reception and Y1 children enter through the Top Gate; Y2, Y3 and Y4 children enter through the Middle Gate; Y5 children enter through the Bottom Gate (kitchen gate).

### **COLLECTION AT THE END OF THE DAY**

Families with children in both school arrive **BETWEEN 3.00pm - 3.10pm** at the Top Gate.

If you have children just in the Junior school, or just in the Infant school, arrive at school **BETWEEN 3.10pm - 3.20pm** and use the Middle Gate. Come through into the infant or junior playground to collect your children.

Infant parents leave via the Top Gate and Junior parents should leave via the Bottom Gate.

### **CHANGES TO YEARS 5 AND 6 COLLECTION FROM FRIDAY 11<sup>TH</sup> SEPTEMBER**

From Friday 11<sup>th</sup> September, Children in Years 5 and 6 will be dismissed from the main entrance to King's Sport Ground. This has been arranged in order to reduce the amount of adults moving through the school at pick up time. We would ask that parents/carers wait **outside** the main entrance to King's Ground and not come onto the site.

Children who have been given permission to walk home without siblings will be dismissed first from King's Ground at 3:10pm.

Children who have been given permission to walk home with siblings from either school will remain at school with their younger siblings and will be dismissed from school at 3:10pm.

Children with siblings across both the Infants and Junior school who are being collected by a parent or carer will remain at school and will be in the Junior Playground with an adult for collection at 3:10pm as per the current arrangement.

Thank you for your continuing co-operation and patience as we work together to keep our community safe.

Yours sincerely

Mrs A Grimes and Mrs M Nichol