

STATION ROAD
TEYNHAM
SITTINGBOURNE
KENT ME9 9BQ

PHONE: 01795 521217
FAX: 01795 522086
Email: headteacher@teynham.kent.sch.uk
Website: www.teynham.kent.sch.uk

HEADTEACHER: MRS. E. PEARSON

02 October 2020

Dear Parents / Carers,

In a previous letter we said that we would review procedures related to Covid every two weeks. The senior leadership team met on Thursday 1st October to discuss this. The systems that we have put in place are working well and keeping children, staff and parents safe.

Therefore, there are no changes from the previous letter.

Below are reminders. It is important that everyone follows this.

Use the one-way system. If someone who doesn't normally drop off or pick up is picking up your child, please tell them about the one-way system. Let the office know if it is someone different.

Pick children up on route. The one-way system starts with Yr 6, then 5, then 4, then 3, then 2, then 1 and year R. If you have more than one child in the school, pick up in that order.

Do not park in the school car park, unless you have a blue badge. Staff are having difficulty getting into the car park which means they are late to classrooms. This is about childrens' safety.

Parents must walk their child round to classroom doors in the morning. Parents need to ensure that their child does not mix with other bubbles so please keep your child with you until you hand them to the staff.

Rule of six - parents should not be congregating in groups on the school premises or just outside the school gates.

All children **need a named coat everyday.**

Drop off times.

Surnames A-G between 8:40 - 8:50

Surnames H-P between 8:50 - 9:00

Surnames Q-Z between 9:00-9:10

Pick up times

Surnames A-G - 3:00

Surnames H- P - 3:10

Surnames Q-Z - 3:20

Thank you for your continued support

Yours sincerely, Mrs E Pearson