



# QUEENSMEAD PRIMARY ACADEMY

Winstanley Drive, Braunstone, Leicester LE3 1PF

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@QueensmeadGDFT

23/8/21

Dear Parents/Carers,

I hope that you have had a fantastic, safe and enjoyable summer break. We are very much looking forward to welcoming you and your children back for the start of the Autumn term on Wednesday this week (25<sup>th</sup> August).

You will be aware that there have been changes to the guidance from the Government and Public Health England with regard to Covid 19. Schools have been given a range of new guidance in order to keep their communities safe. In line with this, and with the Greenwood Academies Trust own Risk Assessments, I would like to inform you of some of the changes which will impact you starting on Wednesday. All of these have been designed to keep all members of our school community as safe as possible.

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| New updated Risk Assessment              | This is available on the website  |
| Start of the day - drop off arrangements | <p>Winstanley Drive/ Leisure Centre/ top Hamelin Rd gate (last year's entrance gate) will open at 8.30am for all Year groups.</p> <p>All parents/children entering through these gates will remain in the top playgrounds until the member of staff on duty allows movement down towards the classrooms at 8.45am</p> <p>Classroom doors open at 8.45am</p> <p>At 8.45am the lower Hamelin Rd gates (last year's exit gate) will be opened so that parents and children who wish to use this gate can enter.</p> <p><b>Parents must stay behind the painted line outside classrooms</b> (under the veranda)</p> <p>Children will line up along the window outside the classroom, supervised by a member of staff.</p> <p>Parents may then exit via any gate.</p> <p>Gates will be closed at 9.05am. Late arrivals will not be admitted.</p> |
| Breakfast club                           | Is open from Wednesday 25th August for parents who wish to pay for supervision/breakfast for children. Open from 8am – Please ensure sufficient funds are in your ParentPay account and book through the office via email or telephone by Thursday 12pm for the following week.   |

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| Collection at the end of the day | <p>The school day finishes at 3.20pm.</p> <p>Winstanley Drive/ Leisure Centre/ top Hamelin Rd gate (last year's entrance gate) will open at 3.10pm for all Year groups.</p> <p>All parents entering through these gates will remain in the top playgrounds until the member of staff on duty allows movement down towards the classrooms at 3.15pm</p> <p>Classroom doors open at 3.20pm</p> <p>At 3.15pm the lower Hamelin Rd gates (last year's exit gate) will be opened so that parents who wish to use this gate can enter.</p> <p><b>Parents must stay behind the painted line outside classrooms</b> (under the veranda)</p> <p>Children will exit from the classroom supervised by a member of staff.</p> <p>Parents and children may then exit via any gate.</p> |
| Aftercare                        | <p>Is open for parents who wish to pay for supervision for children after school. Open from 3.20pm– 4.30pm Please ensure sufficient funds are in your ParentPay account and book through the office via email or telephone by Thursday 12pm for the following week.</p>   |
| Uniform                          | <p>We are very proud of our uniform which makes pupils look smart, well-presented and ready for learning. The Uniform Policy is available here:</p> <p><a href="http://queensmeadacademy.org">Queensmead Primary Academy - Academy Uniform (queensmeadacademy.org)</a></p> <p>The expectation is that pupils will adhere to all aspects of the Uniform Policy.</p>  |
| PE kit                           | <p>EYFS/KS1 (Y1 and 2) bring Academy PE kit to school to change into – this must be in a bag and be labelled with the child's name (biro pen or Sharpies on the care label are great for this!)</p> <p>KS2 (Y4,5,6) – come to school on PE day in their kit – this MUST be correct Academy PE uniform.</p>  |

Thank you in advance for your understanding and support so that we can continue to keep you, your children and our staff as safe as possible. We look forward to seeing you all on Wednesday.

Kind regards



Mrs L Latham  
Principal

Part of the Greenwood Academies Trust group of Academies

