



**SHIRLEY WARREN PRIMARY AND NURSERY SCHOOL**  
Warren Crescent, Shirley Warren, Southampton, SO16 6AY  
Telephone: (023) 80773975  
Email: [head@shirleywarren.co.uk](mailto:head@shirleywarren.co.uk)  
Head of Shirley Warren Learning Campus: Mrs Alison Mann

7<sup>th</sup> September 2020

Dear Parents/Carers,

Firstly, we just wanted to say a huge thank you for your co-operation this morning during our staggered entry of the school. A lot of time and thought went into planning the different times the children arrive and leave school. There is a reminder below for what time each year group starts school and which playground they need to meet on. We are aware there was some confusion this morning about this as well as some crowding on the main road before the gates opened. Due to this, we have made a change to the routine. Please see below for this change and some reminders for how to ensure a safe and speedy drop off/pick up for all.

**Timings:**

Year 1 and 2: 08:50 on the Key Stage One playground.  
15:00 finish school.

Year 3, 4 and 6D only: 09:00 on the Key Stage One playground.  
15:15 finish school.

Year 5, 6G and 6A: 09:00 on the Key Stage Two playground.  
15:15 finish school.

**Changes and reminders:**

- For Years 5, 6G and 6A we will open 08:50 the outside car park gate at 08:50 so you enter the main car park. The inside gate will not open until 09:00. This will give you more space to social distance across the car park (which will be closed so no cars will be coming in or out) and means you can move sooner off the street. The outside car park gate will then open at 15:05 but the inside gate will still open at 15:15.
- We are happy for Key Stage 1 pupils to bring in fruit for a snack but please follow all allergy advice you have been given for your class.
- Please do not arrive early to drop off or pick up your child. The gate will not be open for your child before their drop off/pick up time and we need to ensure everyone can enter the school grounds at their appropriate time. Hopefully, this will minimise extra crowding.
- Please remember to maintain social distancing measures as best you can when you are waiting to enter the school grounds and when you walk through the gates.
- Once you have dropped your child off or picked them up, please leave the playground promptly using the one-way system. This is to ensure we do not have crowding on the playground.
- We understand there was some confusion about the names of the gates to enter and leave school. To clarify, the Chestnut exit gate is the exit by the second smaller car park.
- There was an adult calling in year groups through the gate this morning. However, we realise some of you may not have been able to hear. So, there will be an adult holding up a sign to help you see whose turn it is to come through the gate.

If you have any questions or concerns, please do not hesitate to contact us,

