



Loving to learn, Learning to love.  
For every child a chance to shine



LAYSTON C of E FIRST SCHOOL  
The Causeway, Buntingford, Herts. SG9 9EU  
Tel: 01763 271235 Email: [admin@layston.herts.sch.uk](mailto:admin@layston.herts.sch.uk)

Headteacher: Mrs A McMurrough

2<sup>nd</sup> September 2020

Dear Parents and Carers,

I am really excited to be starting in Reception at Layston and I hope you are too! I can't wait to meet you all. I am writing to give you a bit more information about how things are going to work at the start of this term.

#### First week - Visit days

I hope you are looking forward to visiting us next week, Monday 7<sup>th</sup> - Friday 11<sup>th</sup> September. Your child has been allocated a day for a morning visit, 9am-12noon. If you are unsure which day your child has been allocated, please email [admin@layston.herts.sch.uk](mailto:admin@layston.herts.sch.uk).

One parent or carer may accompany your child to the school. However, due to the current situation, and in response to the updated government guidance on schools reopening in September, we would encourage you to drop your child off and come back for them later. If you do feel that you need to stay, you will need to stay in the garden outside, socially distanced from other parents/carers. We know that this is an unusual situation, and things are different from how we would want them to be. Our priority is to keep everyone safe. Thank you for your support with this.

What should my child bring? A coat, a sun hat (if needed), a water bottle and a healthy snack (e.g. a piece of fruit).

I will be contacting you all by phone during the week after your child's visit so that we can discuss your child and ensure they get the best start possible.

#### Second week - Half days

Reception children will be in every day this week, up until 1.00. If you have siblings in school then you may drop off your child at the allocated time for your eldest child. Please be aware





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that parents will not be allowed to walk up the pathways at the side of the school between the bottom playground and the classrooms.

Year group	Drop off
Y4	8:40
Y3	8:50
Y2	9:00
Y1 & YR	9:10

Pick up will be at 1.00

What should my child bring? A coat, a sun hat (if needed), a water bottle and a healthy snack (e.g. a piece of fruit)

School meals will be offered, and initially this will be a packed lunch option. Children are welcome to bring in their own packed lunch from home, but we would encourage them to give the school meal a try. Please remember that we are a nut free school.

### Third week - full time

In the third week all reception children will attend full time. If you have siblings in school then you may drop off and pick up your children at the allocated time for your eldest child. Please be aware that parents will not be allowed to walk up the pathways at the side of the school between the bottom playground and the classrooms.

Year group	Drop off	Pick up
Y4	8:40	3:20
Y3	8:50	3:10
Y2	9:00	3:00
Y1 & YR	9:10	2:50

Thank you for your understanding with the procedures at this time and as before if advice changes we will review our plans and keep you informed. In the meantime if you have any queries please feel free to email [admin@layston.herts.sch.uk](mailto:admin@layston.herts.sch.uk) FAO Mrs Kelly.

Kind regards,

Mrs Kelly  
Reception Teacher

