



Alderman Jacobs School

Energy for learning, life and the environment

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2nd September 2024

Dear parents and carers

I hope you have enjoyed a lovely summer break. I am writing before the return to school next week to share important information about the building project which began during the holidays. Due to this work we have to make changes to how children and parents access the school building and manage drop off and pick up times in a different way.

As you approach school you will notice temporary fencing and walk ways. These stretch from the main gate and across the front of school. The contractors have sealed off the main entrance and their compound is in the staff car park. We have temporarily lost some space in the Key Stage 2 playground, but the bike sheds and scooter racks are still accessible.



We now only have 1 temporary main entrance, which is situated in the Year 2 cloakroom (photo left & right). This will be where Kenya Y2 class, Year 4 and Year 6 enter and depart school. This will also be the place for children to register if they are late; where parents can pick up children for an appointment or if a child is unwell and where other visitors will sign in. As this is going to be a small, busy space, we ask that parents phone or email questions/ concerns rather than popping into school throughout the day.



A proud member of Soke Education Trust



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Please find details below about where year groups and classes will be entering/ departing school:

Pre-School and Reception – no change. Parents can wait near classroom doors on the EYFS playground.

Year 1 – children to line up on EYFS playground (staff will show you where to do this) and enter school through the usual door (photo right). Parents can collect from the EYFS playground at 3:05.

Year 2 – children to line up on EYFS playground at 8:45 (staff will show you where to do this). Kenya will enter school through the temporary main entrance. Morocco and Egypt classes will enter/ exit via their classroom fire doors. Parents to wait on the Key Stage 1 playground at the end of the day (3:05pm)

Year 3 – children to enter using the Key Stage 2 playground gate. They will line up at 8:45 and enter school via their classroom fire doors. Parents can wait for children at the end of the day on the Key Stage 2 playground and children will depart promptly via their fire doors.

Year 4 and Year 6 – children to line up on Key Stage 1 playground and enter school at 8:40 through the main entrance a class at a time. Parents may wait on Key Stage 1 playground and children will depart a class at a time from 3:10pm. Children can still store bikes on the Key Stage 2 playground and then follow the fencing/ pathway at the front of school at drop off and pick up times.

Year 5 – children to line up on Key Stage 2 playground at 8:40 am and enter, one class at a time, through the Year 3 USA classroom fire door and then walk upstairs to their classrooms. Parents can wait on the Key Stage 2 playground and classes will exit through USA class fire door at 3:10pm once USA class have left their classroom.

Children accessing **Sensory Circuits** in the hall – children to register and enter through the Year 1 door at 8:35 (see photo above) and walk straight to the hall. This route will be supervised by staff on the door and along the corridor to the hall.

At pick up time, the narrow path ways to/from the main central gate will be very busy. Therefore, after 3:05, the central gate will be for exit only and children with bikes and scooters should exit via the playground gates.

We will see how these arrangements work in the first few days and there will be plenty of staff on the playgrounds to help point everyone in the right direction. Please be prepared for tweaks and changes along the way! These arrangements will be in place until the building work is completed in January 2025. We will then have a new, spacious visitor lobby, new offices, visitor and staff toilets and improved fencing and gates which will make all this disruption worthwhile! Thank you in advance for your co-operation and patience in making drop off and pick up times as smooth as possible. See you on Thursday 5th September!

Best wishes

Mr Fry

