



Holywell Primary School

Tolpits Lane, Watford, Herts, WD18 6LL

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Headteacher: Mr Coert van Straaten MA. Ed, Dip Edu, NPQH

We are a learning community with the spirit to succeed

29th May 2020

Dear Parents/Carers

I am writing to inform you that we intend to open on Monday 1st June 2020 as planned for children in Nursery, Reception, Year 1 and Year 6.

The safety of staff and pupils is our absolute priority. Therefore, on Monday I ask you to follow the guidelines set out below, enabling us to start our social distancing procedures.

ENTERING THE SCHOOL GROUNDS

Nursery - Parents and pupils to enter through the King George V playing field gate and exit by the Reception alley gate (turn right on exit). Drop off time on Monday is between 9:00am - 9:15am.

Reception - Parents and pupils to enter via Tolpits Lane or High View and exit by the Reception alley gate (turn right on exit). Drop off time for Red Base is 8:50am and for Blue Base is 9:00am.

Year 1 – Parents and pupils to enter via Tolpits Lane or High View and exit by the Clinic building or the High View gate. Drop off time is 9:15am.

Year 6 – Parents and pupils to enter via Tolpits Lane or High View and exit by the Clinic building or High View gate. Drop off time is 9:15am.

Key Workers - Parents and pupils to enter via Tolpits Lane or High View and exit by the Clinic building.

Pupils must be dropped in the following locations as we will not allow any visitors onto the playground areas at this point.

ENTERING THE CLASSROOM

Nursery – To enter via the Nursery small gate as usual.

Reception – To enter via the Conference Room.

Year 1 – To enter via the automatic small green gate next to the Tolpits Lane entrance or by the Clinic, if you enter via the main gate on High View.

Year 6 – To enter via the automatic small green gate next to the Tolpits Lane entrance or by the Clinic, if you enter via the main gate on High View.



On Monday your child will be given their new group and parents will be informed during the day what group their child is in and the time they need to be collected from school.

Parents are reminded that school will only be open from Monday until Thursday at this stage.

All pupils must bring a water bottle every day. Parents should apply sun cream to their children if they feel it appropriate and also send them in with a sun hat. Normal school uniform applies.

We kindly ask parents to refer back to the guidance issued on the letter sent out on 21st May 2020. This letter sets out in detail how the school will operate, to start with, from Monday 1st June 2020.

Yours faithfully

Mr C van Straaten
Headteacher