



Rose Green Infant School
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DROP OFF AND PICK UP IN SEPTEMBER 2025

Dear Parents and Carers,

I am writing to let you know how drop off and pick up will be from September, as a general reminder and because Y2 has a slightly different routine at the beginning of the year.

Dropping off in the morning

The gates to the playground will be opened **at 8.35am**. School will start at **8.45am** and so children need to be in the building and ready to learn by that time. We leave the small gate open for before school clubs and to allow bike/scooter parking but please do not come onto site before 8.35am as the teachers will be getting ready for the day and cannot open classroom doors early.

Reception – Parents / carers will be able to take their Reception child directly to the classroom door and say goodbye there. They will not be able to go into the classroom.

Year 1 – If your child is in Ladybird or Butterfly, please take them directly to their classroom door at the front of the school. You will not be able to come in. Children in Hedgehog class will need to be walked around to their classroom door at the back of the school – staff will be on hand to direct you if you're not sure where to go.

Year 2 – Up to and including Wednesday 10 September, the Year 2 teachers will be waiting on the playground to receive your child. Please say goodbye on the playground so your child can join their class line. You will not be able to speak at length with the teacher at this time, but you will be able to catch them at the end of the day.

From Thursday 11 September, Year 2 will be able to walk to their classroom on their own, with staff supervision on the playground, as we have now. We understand that some children will struggle with this; we ask that you please try and encourage your child to walk without you, but if they need you, we will not stop you. It is our hope that before the end of Year 2 they are fully independent and confident to come into school without their grown-up.

The gates will be shut at 8.45am so if you arrive after that, you will need to take your child to the school office and sign them in.

Responsible Resilient Motivated Independent Creative

Headteacher: Mrs Sally Dreckmann BEd (Hons) NPQH



Picking Up in the afternoon

The gates will be opened at 2.55pm. Everyone can come in and walk to the classroom door, where you can wait outside until school ends at 3pm. The class door will then be opened and your child will be handed to you. If you wish to speak to a teacher, please wait until after they have seen all the children off.

Health and Safety

Please remember, dogs are not permitted on the school site unless carried. We have also noticed that bikes and scooters are being ridden on site. **Please note that bikes and scooters should be parked in the designated areas and not ridden on school grounds. Please do not allow pre-school children to ride in the grounds either** – I have witnessed a lot of near misses recently.

With regards



Sally Dreckmann
Headteacher

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