



Barrowby Church of England Primary School

June 2025

Drop off and collection arrangements for Key Stage 2 children

Dear Parents/Carers,

Unfortunately, over the last couple of days I have noticed an increase of children standing at the front of the school, lining up on the pedestrian path. As such these last two days I have needed to speak to the children, when I've opened the gate, as some who are waiting are not waiting sensibly. I thought it prudent to contact parents again, to clarify expectations and arrangements for drop off, at the start of the day.

Firstly, I would like to confirm to parents that this advice/expectations have been running in our school since the school returned after COVID and have been communicated to our wider school family through various correspondence over the years, the most recent being in Newsletter [18th October 2024](#) and is repeated annually in the End of Year letters e.g. [July 2024](#). It is also published on our school website: School Life-Daily Routine. Please [CLICK HERE](#) to view.

From Easter each year, our Year 5 and 6 children have obtained permission from their parents via the school's Travelling to and from School Policy and as such have permission to stand, on the school's pedestrian path, unsupervised waiting for the gates to open at 8.45am. This could be upwards of 60+ children, from Year 5 and 6 alone.

In addition, there has been a growing number of Year 3 and 4 children, waiting on the pedestrian path, thus increasing the amount of children waiting for the gates to open, before school.

For some, parents are waiting outside the school, and for others their parents have left the children.

We would ask that at the beginning of the day, school opens at 8.45am:

- Reception/Key Stage 1 **parents and pupils** queue on the Church path and use the gate at the side of the hall; and
- Key Stage 2 **parents and pupils** queue on the school's pedestrian path underneath the Willow tree.

Please wait in these designated areas and not at the front of the school. If you have both younger and older children we would suggest that the older children **should be taken with you to the Church Path** so that you can supervise the children, as you wait to take your children in. Once the younger children have been dropped off you can then walk through the car park and drop the older children off. No children from Reception to Year 4 at this time of year should be left unsupervised at the beginning of the school day.

It is important to emphasise that the school accepts no responsibility for children waiting, before the gate opens at 8.45am and it is parental responsibility to ensure the children are supervised and safe.

I hope this clarifies the school's expectations for parents and carers and hope that by working together we can ensure that all our children are ready to learn when they enter the school.

Thank you for your continued support, trust and understanding.

Yours sincerely,

Mr L Batey-Head teacher

