



Hello to all our parents, carers and families and welcome back after the summer holiday.

It has been a long time since we were all back in the building with all year groups and it has been wonderful to see everyone.

Of course, this could not have happened without the support of everyone. I would like to thank all our parents and carers who have been positive, polite and cooperative whilst we have been managing staggered arrival and pick up times. I know this presents challenges to some families with siblings in different year groups and you have been proactive in working with staff to find solutions to help continue to keep everyone in the Cledford family safe.

Many thanks to those of you who have given feedback regarding the new arrangements for school. We are always keen to listen and respond to parental views. We have made our plans based on government advice and now that we have all the children in school, we will revisit our risk assessment early in the autumn term and review how we can best continue to keep the pupils, staff and parents safe.

We have already reviewed the drop off and collection arrangements and, from Monday 7th September, will be adopting the following routine:

- Please note, start times have not changed but are no longer 'slots'. Please arrive at this specific time.
- We will now be operating a one-way system for drop off and collection.

Drop off – year 3 to year 6

Parents will drop off through gate A [on George VI Avenue] at their allotted time; **please do not arrive early**. A member of staff will call the class at their time and parents will bring their child into the parent waiting area, leave them at the main gate and exit through gate B [the side of school]. A member of staff will be on gate B to take any brief messages that need to be delivered to the class teacher for that day. Any other messages must be sent via a telephone call or email to the office. For longer discussions, please contact school to organise a telephone conversation.

Collection – year 3 to year 6:

Staff on gate A will call the year group parents who are next to be dismissed into the parent waiting area. Please make a safe, socially distanced line in front of the main gate where the class will be dismissed. The class teacher dismissing the pupils will call for the children one at a time to join the parent who will then leave then via gate B. Please vacate the area promptly.

At both times of the day, please do not arrive early. Please continue to ensure that children who walk to school on their own, do not arrive early. School are not responsible for the safety of the children until their official start times.

It has been an interesting week as staff and pupils alike have been getting used to the new routines and systems we have put in place. There is lot to take in but the children have been responsive and quick to adapt. In fact, the children's comments this week have been about their enjoyment about seeing and playing with their friends and having interesting work to do.

Please read carefully the information in the newsletter about school communications. We are always looking at ways to develop our systems to make communications accessible.

I imagine many of the children (and the staff) will be tired after their first week back with us – it's a bit of a shock to the system for us all.

Have a restful and relaxing weekend.

Warmest Regards

Mrs S Frater

School Principal

Office News – School Comms app

If you haven't done so already, please download the new School Gateway app to your phone. This is now being used for all communications and payments, including snack/dinner money, trip money and booking after school clubs.

The set-up process is simple and will take no more than a couple of minutes:

1. Search for "School Gateway" in the Apple App Store/Google Play or on your phone go to www.schoolgateway.com/apple (Apple) or www.schoolgateway.com/android (Android)
2. Install the app and if you are asked then say yes to "Allow Push Notifications"
3. When you launch School Gateway for the first time, please select 'New User' and enter the email address and mobile telephone number you have registered with the school
4. The system will send a PIN code to your phone; please enter this PIN code and the app will be activated for you.

As soon as you've got the system set-up, **all of the text messages we send to you will appear in the app**; you'll receive notifications/alerts as normal.

If you've recently changed your email address or mobile telephone number, please let us know so that we can update our records. Can both parents (where applicable) download the app, this will allow us to send messages home and you will receive notifications via the app.

How to pay for snack

Please follow the instructions below when ordering snack for your child via the School Comms app:

1. Firstly you will need to select the Clubs icon
2. Select 'mid morning snack Autumn 2020'
3. Click on 'make a booking'
4. Choose one of the 5 options - milk, juice, toast, toast and juice, toast and milk
5. Select the date you would like your child to have a snack
6. Make a payment



If you have already put credit onto your child's snack account, this **does not** automatically mean you have their ordered snack. Snack needs to be booked in/ordered for each day.

Please note that the 'lunch money' is held separately to the snack money, the credit showing cannot be used to order your child's snack.

Once orders are placed each day, at 9am the lists will be printed and sent to the kitchen. Apologies, NO LATE ORDERS can be accommodated once this list has been printed. The snacks will then be delivered to classrooms at break times.

The school office will remain closed in September to contact in person, except in the case of a prior-arranged appointment. Please email the school or contact us by telephone:

admin@cledford.cheshire.sch.uk Tel: 01606 288240