

Start of day

Who	Where	When
Years 3, 4, 5,6	Children line up to be collected from KS2 playground by class staff <ul style="list-style-type: none">• Year 3 and Year 4 will walk up the back stairs• Year 5 and Year 6 will use archway doors and main stairs	8.40am
KS1	<ul style="list-style-type: none">• Year 1 and 1/2 LP children to come in through the external classroom doors• 2TR/EP to come in through front archway door• 2JM to come in through Big A door	8.45am
EYFS	Children to come in through classroom door	8.45am

End of day

Who	Where	When
Years 3, 4, 5	<ul style="list-style-type: none">• Year 4 and 3KH exit back stairs on to KS2 playground• Year 5 and 3MP will use main stairs on to KS2 playground	3.15pm Friday – 1.35pm
Year 6	<ul style="list-style-type: none">• Teachers to walk children down the fire exit stairs to see them out	3.15pm Friday – 1.35pm
KS1	Children to be seen out through classroom door and handed over to parent <ul style="list-style-type: none">• 2TR/EP to come in through front archway door• 2JM to come in through Big A door	3.10pm Friday – 1.30pm
EYFS	Children to be seen out through classroom door and handed over to parent	3.10pm Friday – 1.30pm