

# Bishop Road Primary School

Bishop Road, Bristol BS7 8LS



**Head Teacher: Gillian Powe**

Deputy Head Teacher: Joe Emissah

Wednesday 31<sup>st</sup> August 2022

Dear Parents/Carers,

Everyone is looking forward to welcoming children back to school after the summer break. On the first days back at school, we will be focused on ensuring a welcoming and supportive transition with the new teacher. We anticipate children will be excited about the return to school but staff will take time to ensure children settle well and are familiar with their new environment.

Please find below important information and reminders about the return to school.

**8.35 – 8.50 am drop off window**  
**3.30 pm collection time**

- PE lessons begin from Monday 5<sup>th</sup> September with specific year group PE days to be sent out before the end of the week.
- Thursday 8<sup>th</sup> & Friday 9<sup>th</sup> September school is closed for INSET.

## Drop off and collection

Due to the large number of people arriving at once and narrow pinch points in the school site, we ask parents and carers to:

- Enter the school via the main gate on Bishop Road or the green gate on Monk Road.
- Leave via either the Cambridge Road or Monk Road gates.

Please use the correct gate to enter and exit through when dropping off and collecting.

- Do not allow your children to ride or scoot on the playground and please do not bring dogs on site.
- Where parents/carers feel it is safe to do so, we would encourage children in Year 5 and 6 to walk independently to and from school. If your child is going to walk home independently you must inform their class teacher. It may be that you choose to allow your child to do so after the first week, once they have settled in with their new classroom/building. On the first day, we ask that all children be accompanied by an adult to support them in understanding the arrangements.



## Year 5 and 6

Children in Year 6 and in classes 5L and 5M are situated in the Silverthorne building and should enter via the door in the Silverthorne playground.

Children in classes 5E and 5D are in the Green Rooms across the Silverthorne playground.

All children in Year 5 and 6 are collected or walk home independently from the Silverthorne playground.

## Year 3 and 4

All children in Year 3 and 4 are situated in the Grant building and should enter via the door at the top of the ramp, accessed from the Grant Playground (the playground with the stage). In a small change to the letter sent in July, we will not be using the gym stairs for Year 4 children.

All children in Year 3 and 4 are collected from the Silverthorne playground.

## Year 1 and 2

For children in Year 1 and 2, we have posted short videos on the year group webpages.

Children in Year 1 and 2 are based in the Edgar building.

- 2TB and 2JB enter via the purple door next to the black gates at the front of school. **Alternatively**, if you choose to enter the school from the Monk Road gate, please drop your children at the door in the Boat Playground and exit via Cambridge Road or Monk Road gates. Please do not walk against the flow of people in order to exit onto Bishop Road.
- 2CB, 2JS and Year 1 enter via the doors in the Boat playground.
- 1S are able to access their classroom directly from the Boat playground via the stairs to the external classroom door.

Children in Year 1 and 2 are collected from the adjoining Grant and Boat playgrounds. Please see the accompanying map for exact collection locations.

## Reception

Children in Reception are based in the Edgar building.

Drop off and collection arrangements for the initial phased start to school have been previously communicated. Once children in Reception are attending school full-time:

- RK and RH are dropped off and collected via the front Reception playground visible from Bishop Road.
- RS and RM are dropped off via the path which leads through the nature garden, accessed through the gate on Bishop Road to the right hand side of School House. RS and RM are collected from the Boat playground at the end of the day.

## How to communicate with school

If you want to speak to your child's teacher:

1. You can speak to the teacher on the playground at the end of the day. Please wait to the side of your class collection point. In the morning, support staff are on the playground should you need to pass on any messages at the start of the day.
2. Call the school office (903 0483) who will pass on a message to your child's teacher to contact you.
3. Complete a [contact form](#) which will be forwarded to your teacher and they will aim to get in touch with you within a couple of school days.



If you want to relay a message about drop off/collection or something similar:

- **If it is on the day, please call the office (903 0483)**
- If it is the day before or earlier, you can complete [this form](#) which will be received by both the school office and your child's teacher.

We will continue to use Class Dojo as a platform to support sharing and receiving homework. Similarly to last year, we will not be using the messenger feature.

### **Uniform**

Pupils will be expected to wear correct school uniform every day, including footwear. The uniform policy is available on the school website [here](#). A few specific reminders:

- Hair clips and hair bands should be plain and non-decorative.
- Nail varnish and make-up are not permitted.
- Hoodies and non-school jumpers should not be worn as alternatives to coats.
- Any headwear worn for religious or cultural reasons should be plain and of a dark colour.

Parents are asked to clearly label clothing items that come into school.

### **Lost property**

A lost property box will be placed in the Boat Playground under the sheltered area. We will endeavour to reunite children with their belongings and require all items that come into school to be labelled.

Thank you in advance for your support with these logistical arrangements which are essential to ensure the smooth and calm running of a large school. We trust that your children will make a happy and positive return to school in their new year group and look forward to the many exciting events and projects taking place this year.

Thank you for your ongoing support.

Yours sincerely,

Joe Emissah  
Deputy Head



