



Bowburn Primary School

Crowtrees Lane
Bowburn
Co. Durham
DH65FP
Tel 0191 3770497
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Head Teacher
Mrs J Glass
Deputy Head teacher
Mr P Soler

Important information regarding the opening of the new Bowburn Primary School building on 19th April 2021.

Dear Parents/carers,

As a reminder, the new Primary school building is due to open to pupils from Monday 19th April 2021. We hope you and the children are as excited as we are and very much looking forward to getting everyone back into school and used to their new surroundings.

The new school address can be found at the top of this page.

We hope you will understand that the required new daily routines which I will outline will take a while to 'bed in' and we may have to adapt our systems over the first week or so. We are still working within Covid 19 guidance and restrictions and the pedestrian access to the site at this time is still somewhat limited. The arrangements may also change over time as the Phase 2 work is completed along with much of the external ground works e.g. the play areas and pedestrian access around the existing Junior School.

Phase 2 will not be fully completed until Summer 2022. Until then our site will certainly look 'unfinished' and we will have restricted access to much of the outside spaces. Esh Construction will continue to have a presence on site for the next two weeks to fully complete Phase 1 work and begin Phase 2. This is completely normal in a new build school. Grass also takes time to grow!

With this in mind, here is key information around how children and parents can access the site at this time. Please take time to read this before arriving on the first day.

Walking: All parents/ pupils can access the site via the pedestrian access routes. We would prefer as many people as possible to use these walking routes to school, they are healthier, safer and less harmful on the environment. **These are marked in green on the map.**



- Via Bowburn Park to Crowtrees Lane and the school entrance or from Bowburn village itself via Crowtrees Lane. There is a footpath which leads up to the main entrance
- Via the new path which runs from the corner of the site at the junior school end up to the main entrance.

NB: The pedestrian access from the current entrance at Surtees Avenue across the site is not yet accessible, due to the pending Junior school building demolition. This will be opened once Phase 2 is completed.

By Car: DUE TO ESH CONSTRUCTION STILL HAVING THEIR COMPOUND AND BUILDING EQUIPMENT ON SITE THE PARENT DROP OFF AND PARKING AREA WILL NOT BE AVAILABLE THIS WEEK.

- Parents can still park near the Surtees Avenue entrance and walk round via the new path up to the main entrance.
- Please avoid parking on Crowtrees Lane near the access to the site if at all possible.
- A small number (5) of disabled parking spaces are within the staff carpark. Access must be agreed with the school office in advance.
- Parents will otherwise not be allowed to park within the staff carpark.

We do have bike and scooter sheds but children should not bring these at the moment as the site will be very busy due to all the access paths not being available. We plan to issue bike and scooter permits soon.

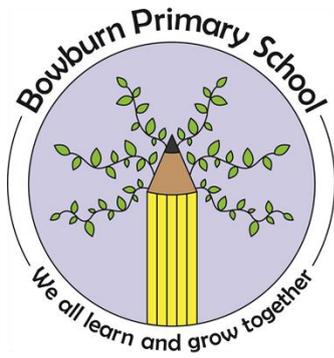
Timings of the first day (19th April)

Please refer to the map of access routes.

All parents /carers should wear a face covering while bringing or collecting the children, and should social distance wherever possible.

Start of the School Day. (Gates will remain closed until 8.40am)

- **Nursery:** Session times will remain the same. Children can be handed over to staff directly at the Nursery cloakroom doors at 8.40am. Entry is through the Nursery yard which can be accessed through the double gate near the main entrance.
- **Reception:** Children will be welcomed directly into their cloakrooms by staff from the Reception yard between 8.50am -9.00am. This can be accessed via the double gate into the Nursery yard and through the central wooden gate. Please queue up safely if waiting, and do not let children play with the equipment.
- **Year 1:** Children will be welcomed directly into their cloakrooms by staff from the KS1 yard between 8.50am and 9.00am. This can be accessed via the



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path around the front of the building and past the hall leading to the rear of the building and the KS1 yard. Please socially distance while waiting.

- **Year 2:** Both classes will be welcomed into the Y2 cloakroom by staff from the KS1 yard between 8.50am and 9.00am . This can be accessed via KS1 yard. Please socially distance while waiting.
- **Y3+4:** Children will be admitted between 9.00am and 9.15am on the first day via the entrance from the KS1 yard shown on the map. Their classrooms are upstairs. Access to this door is via the path around the front of the building and past the hall leading to the rear of the building. From 20th April , children will be admitted from 8.45-9am.
- **Y5+6:** Children will be admitted between 9.00am and 9.15am on the first day via the entrance at the end of the building. Their classrooms are upstairs. Access is via the path around the front of the building and past the hall, across the KS1 year to the end of the building and through the double glass doors.

Children who are late must be brought/come into school via the main entrance and report to the main school office. Please note the new path from the junior area will be locked after 9.15am. All children who are collected during the school session must be collected from the main office.

End of the School Day: (Gates will remain closed until 2.55pm)

School will end at 3.00pm for Reception and Y1 and Y2 pupils and at 3.10-3.15pm for Y3-Y6 pupils.

All children should be collected from where they accessed the building:

Y5 and Y6 pupils only, who have written parental permission to walk home unaccompanied, will be dismissed last from their door at 3.15pm, once other children have been collected. Staff will not be escorting these children off the site.

It is your responsibility to ensure that younger children are kept under strict parental control if waiting for older children to be dismissed. This is to avoid accidents and



children becoming separated from parents. This is especially important in the carpark areas.

Covid 19 guidance is still in place:

- **All parents /carers MUST wear a face covering while on the site, unless exempt.**
- Ensure that social distancing is strictly observed whenever possible especially when waiting on yards and moving around the site.
- Please keep well back from doorways when dropping or collecting children.
- Staff will still not be able to routinely talk to parents at the start or end of the school day, please ring the main office if you need to discuss anything with your child's teacher or contact them via Class Dojo .
- Please ensure you leave the site quickly and safely once you have dropped off or collected your child.
- Do NOT congregate around gates /entrances or stop to talk to other parents.
- We will re-assess during the first week before making decisions on any further staggering to start and finish times for Covid safety reasons. It is hoped these will not be necessary.

All gates except the main gate will be locked by 3.30pm , if anyone needs access to the school after this time please come to the main entrance via the main gate.

Indoor shoe policy:

Lastly, we ask that ALL children bring a pair of plimsolls to wear indoors. These should be clearly labelled with the child's name and in a bag which can be kept in school. This is in order to keep our lovely new carpets clean !

Mr Soler will be recording some videos and taking some photos on Friday to help the children and yourselves to see what our school will look like.

Thank you for your co-operation. We really look forward to welcoming the children back on 19th April.

Mrs Glass
Head teacher.