



# Charlton Kings Infants' School

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6<sup>th</sup> September 2023

Dear Families,

We hope that you have all had a lovely Summer break (although I think Summer has only just finally arrived!!) Our Year 1 and 2 children have been very excited to return to school today and our teachers have enjoyed settling them into their new classrooms and sharing all of the exciting developments made over the holidays. We have been busy decorating, including painting all Y1 classes and corridors and refurbishing some of the toilets as well as preparing all of our indoor and outdoor learning resources and planning for the academic year ahead.

Mrs Koller continues to lead our Y2 team and Miss Smart will be leading the Y1 team this year. We are excited to welcome Mrs Holburn to the CKIS staff family. Mrs Holburn is our new Forest School leader and she will be in contact over the next few weeks to introduce herself and share all of the exciting plans that we have for developing our Forest School provision.

Just a quick reminder for all families. All year 1 and 2 children are requested to enter the school grounds through the Church road entrance with their parents/carers ready to start school at 8.40am. These gates will be open from 8.30am and parents/carers and children are asked to wait in the playground. Class teachers will greet the children for the first week or so shortly before 8.40am, and will invite children to line up with them and go into class together. Both Mr Owens and I will also be on the playground to aid families and children during the first few days of establishing our new routines. We ask parents/carers to remain with their children on the playground until children have been handed over to class teachers at 8.40am to make their way into school.

We encourage families to arrive between 8.30 and 8.40 am. Once children are more familiar with the routine and settled, we will be encouraging children to make their way into the classrooms at 8.40 am when the internal school gates will be open. We will always be ensuring that at least two members of staff are situated on the external gates to ensure that all children are safeguarded and that individual needs are met. All year 1 and 2 children should be collected in the same way at the end of the school day at 3pm.

From Thursday 7<sup>th</sup> September (when Kindergarten children begin attending) and Monday 11<sup>th</sup> September when YR children will be attending, IF CHILDREN HAVE SIBLINGS IN EITHER YR/KINDERGARTEN, we invite Y1 children to enter via the orange class door and Y2 children to enter via the grey(ish) gates adjacent to the Y2 building (Lyefield Road/school road entrance).

Staff will be available to support children and families over the next few days and weeks as we all settle into the new school year and new routines/experiences. Please do not hesitate to talk to myself, Mr Owens or any members of the team if you have any questions or queries.

Kind regards  
Mrs James

