25th August2020

Dear Parent / Guardian, Staff Member,

**RE: Drop-off and Collection Routines**

The BoM and the School Leadership Team have been working to ensure a safe return to school for all pupils and staff. We have now finalised our plans for drop-off and collection of the children every day.

Charleville N.S. appreciates your support as we try to safely reopen the school building. If at all possible we request you not to come onto the school grounds or into the school building unless it is essential. We appreciate that dropping off the Infant pupils to the car park gate is difficult and with this in mind Senior Infant pupils can be dropped at 9:10 am to the car park gate where they will follow the yellow trail to their classroom fire door. From 26th August until 4th September parents may walk Junior Infant pupils in car park gate and follow yellow trail to classroom fire door at 9:20am. (Adults please wear face coverings), but for the older pupils a drop off at the school gate is desirable. Working together we hope to be able to progress the reopening in as safe a manner as possible for all.

We would ask all parents to familiarise themselves with the drop-off and collection routines for the safe delivery and collection of pupils from school. Please be patient as we endeavour to embed these necessary precautionary and protective practices at the beginning of the school year.

It is imperative that

* adults do not come within 2m of each other
* parents do not try to have meetings with members of staff in the playground at drop-off and collection times – meetings between parents and teachers can only take place by prior arrangement. .(This may have to be more restrictive depending on guidance - it is quite possible that the recommendation will be for remote meetings/telephonic communications.)

le meas,

Canon Isaac Delamere Gloria Mollison

 Cathaoirleach, An Bórd Bainistíochta Príomhoide