



St. John the Evangelist Catholic Academy

"Lord be thy word my rule."

Principal: Mrs H. Rigby BSc(Hons), PGCE, NPQH
The Avenue, Kidsgrove, Stoke-on-Trent ST7 1AE
Telephone: 01782 987200
Email: office@stjohnskidsgrove.org.uk



Monday 6th September 2021

Dear KS2 Parents and Carers,

Start and End of Day Collection Procedures

Over the summer holidays the building work for the new school has progressed. We no longer have access to the old playground. The good news is that the brand new playground is fully open and ready to use.

At the start of the day there is a 10 minute flexi time for the children to come into school. Parents can continue to drop off at the top of the drive if they prefer or walk them down to school. If Year 3 parents would prefer to walk them down they are more than welcome to do so.

Start Time 8.50am – 9.00am – Doors and Gates will open at 8.50am and close at 9.00am

| Year Group | Entrance |
|-------------------|--|
| Year 3 | Main Entrance into the hall |
| Year 4 | Fire door at the back of the classroom (Year 4 is now in the old Year 5 classroom) |
| Year 5 | Through the car park and in the playground gate. Use the playground door into school. |
| Year 6 | Through the car park and in the playground gate. Straight into Y6 mobile. |

End Time 3.20pm

| Year Group | Exit and hand over to parents |
|-------------------|--|
| Year 3 | Main Office door from the hall |
| Year 4 | New Playground |
| Year 5 | New Playground |
| Year 6 | Year 6 are allowed to walk up to the top themselves. Please send permission letters into school for this. Other children Year 6 mobile |

There will be staff to guide both children and parents before and after school so please do not worry.

If you have any questions please contact the school office.

We look forward to seeing you all on Wednesday.

Yours sincerely

Mrs H Rigby
Principal
