



Eaton Primary School



Duverlin Close, Norwich, NR4 6HS
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Headteacher: Mr Allan Lowe

Dear Parents

End of Year Transition Program, Schedule of Visits to New Class Teacher and Year 6 Leavers Arrangements

Visits to meet new teachers will give children an opportunity to get to know their teacher and ask questions before the start of the new term.

To keep our staff as safe as possible we have limited visits to one hour, outside, with 2m distancing.

`At home` - not currently attending school

`At school` - currently attending school

`Designated parent waiting` - socially distanced seating and refreshments will be provided. It is important to only use these designated waiting areas.

Guidance when visiting the school

- Only one parent can accompany children into school.
- Children can wear non uniform.
- Parents can remain on school site in our designated waiting areas, after dropping their children on to the school field with their new teacher.
- Only parents in current Reception classes can stay seated with their children for the visit – you may want to bring a rug.
- If your child is currently attending school, we will arrange for them to attend their meeting during the day. Please drop and collect in the usual way.
- Children will be 2m distanced from each other and their teacher.
- Where a teacher is shielding, we will arrange virtual meetings.
- One hour is scheduled for all visits, which will include arriving and departing. Please arrive promptly and do not delay when leaving the school site at the end of the visit.
- Meetings may be cancelled at short notice (via text message) due to weather conditions and will be replaced with a virtual meeting.

| Current Reception | | Current Year 1 | | Current Year 2 | |
|---|--|--|---|---|---|
| Mr Gardner & Rabbits 14 July 12.15 – 1.15 | Mrs White & Hedgehogs 15 July 12.15 – 1.15 | Miss Collins & 1G 16 July 12.30 – 1.30 | Miss Tilly & 1W 17 July 12.30 -1.30 | Miss Hughes & 2C 13 July 12.30 – 1.30 | Mrs Major & 2T 10 July 12.30 – 1.30 |
| Enter via Duverlin Gate and meet on the KS1 field | | Enter via Duverlin Gate and meet on the KS1 field | | Enter via Duverlin Gate and meet on the KS1 field | |
| At home children only X1 parent can sit with a child | | At home children only Parents can wait in designated area | | Whole class Parents can wait in designated area | |

| Current Year 3 | | Current Year 4 | | Current Year 5 | |
|--|---|--|---|--|---|
| Mr Jones & 3MA Via Microsoft Teams | Miss Lavender & 3H 6 July 12.30 – 1.30 | Mrs Curtis & 4L To be confirmed | Miss Totterdale & 4R 7 July 12.30 – 1.30 | Mrs Mathew & 5W 8 July 12.30 – 1.30 | Miss Wells & 5T 9 July 12.30 – 1.30 |
| Enter via Purtingay Gate and meet on the KS2 field | | Enter via Purtingay Gate and meet on the KS2 field | | Enter via Purtingay Gate and meet on the KS2 field | |
| Whole class Parents can wait in designated area | | Whole class Parents can wait in designated area | | Whole class Parents can wait in designated area | |

Year 6 Leavers BBQ

Children `at home` who are in Mrs Mathew's class should attend 20 July and those in Mr Jones's class should attend 21 July. Children will remain in their smaller groupings for lunch. Please note this is a pupil only event. This event may be cancelled at short notice (via text message) due to weather conditions (and will be replaced with a virtual burger...)

| Current Year 6 Leavers BBQ | |
|--|--|
| Mrs Mathew & Miss Wells groups 20 July 11.00 – 12.30 | Mrs Totterdale & Miss Hughes groups 21 July 11.00 – 12.30 |
| Enter via Purtingay Gate and meet on the KS2 field | |
| Small groups for BBQ lunch 90 minutes – socially distanced Parent drop off and return | |

Yours faithfully



Allan Lowe
Headteacher