



Drop off / Pick up Times

	Class	Teacher/s	Access	Morning drop off	Lunchtime pick up	Afternoon drop off	Afternoon pick up
Nursery	Caterpillars	Mrs Ford / Mrs Sibbald	Gate 4	8:45am	11:45am	12:15pm	3:15pm

	Class	Teacher/s	Access	Morning drop off	Afternoon pick up
Reception* (*from Monday 14 th September)	Dragonflies	Miss Allsop	Gate 4 or 5	8:30am	3:00pm
	Bees	Miss Sczesniok	Gate 4 or 5	8:45am	3:15pm
	Ladybirds	Miss Gunny	Gate 4 or 5	9:00am	3:30pm

	Class	Teacher/s	Access	Morning drop off	Afternoon pick up
Year 1	Y1M	Miss Murray	Gate 4 or 5	8:30am	3:00pm
	Y1S	Miss Spragg	Gate 4 or 5	8:45am	3:15pm
	Y1H	Miss Horn	Gate 4 or 5	9:00am	3:30pm
Year 2	Y2T	Mrs Taylor	Gate 4 or 5	8:30am	3:00pm
	Y2S	Miss Serrano	Gate 4 or 5	8:45am	3:15pm
Year 3	Y3C	Mr Coles	Gate 3	8:30am	3:00pm
	Y3BG	Mrs Bowen / Mrs Gillott	Gate 3	8:45am	3:15pm
	Y3D	Ms Downey / Ms Alam	Gate 3	9:00am	3:30pm
Year 4	Y4C	Miss Campbell	Gate 1	8:30am	3:00pm
	Y4F	Miss Fox	Gate 1	8:45am	3:15pm
	Y4W	Mr Wheeliker	Gate 1	9:00am	3:30pm
Year 5	Y5EH	Mrs Elliott / Mr Harper	Gate 2	8:30am	3:00pm
	Y5W	Mrs Wilson	Gate 2	8:45am	3:15pm
	Y5K	Ms Alam / Mr King	Gate 2	9:00am	3:30pm
Year 6	Y6SB	Miss Smith / Mr Bradley	Gate 3	8:30am	3:00pm
	Y6B	Miss Brooksbank	Gate 3	8:45am	3:15pm
	Y6C	Miss Clark	Gate 3	9:00am	3:30pm

Letters Home (available on the website)

- Postponed: Year 6 Evacuation Day - Advice to All Parents/Carers

Please remember, you should not send your child to school if they are...

- Unwell for any reason or have a high temperature;
- Living with a member of their household who has symptoms of coronavirus;
- Extremely clinically vulnerable and have been advised to shield;
- Clinically vulnerable and considered to be at a higher risk of severe illness from coronavirus (parents/carers should follow medical advice before attending school);
- Living with someone in their household who is extremely clinically vulnerable and shielding – they should only attend if the child is able to understand and follow stringent social distancing instructions.

Access Information

Gate 1 – located on Western Road Gate 2 – located on Western Road
 Gate 3 – located on Mona Avenue Gate 4 – located on Mona Avenue
 Gate 5 – located Warwick Street

Arrangements for dropping off and collecting children

Given the rising number of infections in Sheffield and our determination to keep our school open, we have made some changes to our arrangements. Please now **wear a face covering at all times if you enter our school grounds**. Our staff will also be wearing face coverings in the school yard at drop off and collection times.

In Western playground for **Key Stage 2 (Years 3 to 6)**, we expect parents and carers to **drop and go** at the school gates in the morning. There is no need to accompany children into the yard as staff will be there to greet them. If you are dropping off or collecting younger children on the Mona playground, please wear a face covering.

Remember to **keep at least a 2 metre distance from staff and other adults, avoid gathering unnecessarily with other households and leave the school grounds as soon as possible**. We are also only allowing **one parent or carer onto the school premises** to drop off and pick up to reduce the number of adults gathering.

If you need to speak with staff urgently, please telephone or email in preference to a face to face meeting and avoid calling in at the school office. **No parents or carers are allowed inside the school building** at any time except with a prior appointment.



World Mental Health Day – #HelloYellow

Thank you to the Westways Primary community who has raised a fantastic £347.19 for Young Minds UK Hello Yellow for World Mental Health.

E-Consent for Nasal Flu Vaccine in School

If you would like your child to receive the nasal flu vaccine in school, please follow this link to complete an online consent form: <https://www.nhsimms.uk/FLU/information?Id=107095&Type=FLU> The vaccinations will take place at Westways on **Wednesday 21st October**. The link will close on Wednesday 14th October. If your child has already had the Nasal Flu vaccine since September 2020, please disregard this message. If you have any problems accessing the link, please telephone 0333 358 3397 (opt 7).

Autumn Parent/Carer Evenings

As you know, due to the coronavirus pandemic we are currently not able to have parents/carers enter the school buildings. As a result, this autumn's parent/carers evenings will be held either virtually via Google Meet or by telephone.

Appointments will be available as follows:-

Key Stage 2 (Years 3 to 6)	Tuesday 20 th October 2020 3.30pm -5.30pm	Thursday 22 nd October 2020 4.00pm – 6.45pm
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If you would like an appointment to meet with your child's class teacher please refer to the letter you received about parents evening and follow the link to complete a Google Form as soon as possible.

If you request a virtual meeting, your child's class teacher will then send you a calendar invite (which provides a link to join the meeting) to the email address you have provided with the time of the appointment as well as sending a reply slip home with your child. To ensure this runs as smoothly as possible, please ensure you familiarise yourself with Google Meet prior to the appointment and join the meeting in good time.

If you have asked for a meeting via telephone, then your child will be sent home with a reply slip that confirms the time of the appointment. At the time of your appointment, your child's class teacher will call you on the number you have provided. Please note, it is likely that the incoming call will appear as a 'Withheld' or 'Unknown' number.

Please be aware that appointments have to be limited to 5 minutes to ensure everyone gets an opportunity to talk to the class teacher.

If you have any questions then please contact your child's class teacher by emailing enquiries@westways.sheffield.sch.uk

Thank you for your continued support.

Autumn Parent/Carer Forum

Thursday 5th November 2020 9:30am – 10:15am

Your views are important to us, therefore we would like to invite you to our first [virtual] Parent/Carer Forum of the academic year, which will take place on Thursday 5th November 2020 from 9:30am to 10:15am via Google Meet.

The Parent/Carer Forum is an informal discussion of suggestions and ideas from parents/carers and school staff. It will be chaired by a governor and senior leaders will be in attendance. Following the meeting, minutes will be made available to all parents/carers.

To contribute items to the agenda, even if you are unable to attend, please complete the following Google Form by Wednesday 4th November 2020: <https://forms.gle/iKf1nz84RdSksqCW6> Please also indicate on the Google Form whether or not you are able to attend. If you do wish to attend, we will then send you a calendar invite (which provides a link to join the Parent/Carer Forum) to the email address you have provided.



Year 2 Cereal Box Donations

Year 2 need donations of empty cereal boxes (ones that did not have any products containing nuts) for a D&T project next half term. Thank you

Please Do Not take Photographs on School Site

Please can we ask that parents/carers do not take photographs on the school site as we want everyone feel safe and secure whilst here. Thank you for your support with this.

Please visit the link below to see our Chair of Governors recent letter

<https://www.westwaysprimary.co.uk/uploads/2020/Letters/Chair%20of%20Governors%20Letter%20to%20Westways%20Community%20Oct%202020.pdf>

Suitable clothing

Please ensure that your child brings with them clothing suitable for the weather on that particular day. Please send your child to school with a coat with their name in, as children will go outside in all weather conditions.