

CONWAY PRIMARY SCHOOL

Gallosson Road

Plumstead SE18 1QY

Tel: 020 8854 0897

E-mail: admin@conway.greenwich.sch.uk

Website: www.conwayprimaryschool.co.uk



Headteacher: Yalini Carlsson-Ruban

Deputy Headteacher: J Greenlees -Assistant Headteacher: J Constant -Designated Safeguarding Lead: L Greenlees -
Business Manager: K Robertson

Monday, 01 March 2021

RETURN TO SCHOOL 8th MARCH 2021

Dear Parent/Guardian,

We're delighted to be welcoming back all our child/ren on the 8th March and as such thought it pertinent to write with some updates and reminders. Should you require clarification on any of the points or further questions, please do not hesitate in calling the school on 020 8854 0897 this week between 9.30 and 3pm.

Once again we will not be allowing parents in to the main playground – a reminder that once you have dropped off your child/ren please DO NOT congregate around the school gates.

Entry & Exit - Once again we will not be allowing parents in to the main playground – a reminder that once you have dropped off your child/ren please DO NOT congregate around the school gates. Drop off and pick up times are detailed below:-

Gate A (Nursery Entrance)

NAM – 8:45am – 11:45pm

NPM – 12:30pm – 3:30pm

RECEPTION – 9.00am – 3.05pm

Gate B – (Large Double Gates)

Year 2 – 8:35am – 3:00pm

Year 4 – 8:45am – 3:15pm

Year 5 – 8:55am – 3:30pm

Gate C – (Small Main Gate)

Year 1 – 8:35am – 3:00pm

Year 3 – 8:45am – 3:15pm

Year 6 – 8:55am – 3:30pm

Office Gate

Breakfast Club – 7:55am

After School Clubs – 4:30pm

Late Night Provision – 6:00pm

If you miss your drop off time by more than 5 minutes – please go directly to the school office gate and announce your child's late arrival

Walk Home Alone

For the Spring 2 and the summer term if your child is in Year 5/6 we are once again going to allow walk home alone procedures – an approval letter will be sent home with your child on Monday 8th March. Please ensure the signed letter is given in to the school office by Tuesday 9th March. The walk home alone procedure will restart from Wednesday the 10th March.

Breakfast & After School Clubs

If you completed a booking and confirmations form and paid monies due for January half-term, this booking is transferable to the 3 weeks and 2 days of Spring Term 2 and two weeks and 3 days of the summer term. The school business team will be contacting those parents who have completed and paid in the coming days to confirm attendance. We do still have space in breakfast club, after school club and late night provision – should you wish to book an wrap around care club, please contact the school office on 020 8854 0897 or admin@conway.greenwich.sch.uk for a booking and confirmations form at your earliest convenience as these provisions are first come first served.

School Dinners

If your child is in Year 3 to 6 and not eligible for Free School Meals – School Meals must be paid for a week in advance this can be paid for in person or over the phone utilising Chip&Pin. School meals are charged at £13 per week a full school menu is available on the school website. <https://www.conwayprimaryschool.co.uk/lunch-menus>



Reminders

- When attending the school premises all adults must wear a face covering
- Please continue to observe the 2m social distancing guidelines whilst queuing to drop-off and pick-up children
- Only 1 adult per family should attend the school for pick-up and drop-off
- Should you wish to speak to the school office in person please call 020 8854 0897 to arrange an appointment
- We are now a cashless school – all payments can be paid for via Chip&Pin or a SIMS PAY account – Should you like a SIMS PAY account set up please email the school on admin@conway.greenwich.sch.uk with your child/ren name and class

Yours faithfully,

Keith Robertson
Business Manager

Yalini Carlsson-Ruban
Headteacher