



Reculver Church of England Primary School

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Friday 27th January 2017

Dear Parents/Carers.

Having attended a very comprehensive building progress meeting this week, I am now in a position to give you an accurate update about the progress of the build programme, key dates and how this will impact for the rest of the year.

We are delighted to say that the new classrooms are nearly completed: the flooring is being laid this week and the decorating is being done next week, after which the rooms just need to be cleaned and filled with the equipment that we need to run them as classrooms.

This means that the official handover should happen at the end of the first week back after half term, with the Early Years children starting their learning in their new rooms at the beginning of the second week back. We are hoping that during the first week back after half term, the children and their teachers will be able to visit their new classroom and prepare themselves for the move and the change in routines of movement around the school that this will entail. The children are already very excited and asking lots of questions.

However, before that, we will need to move a lot of the large pieces of furniture and equipment to the new classrooms, which will be an enormous job. Early Years have a great deal of resources and equipment! To help us to manage this, making use of the staff who are available, the governors have made the decision that on this one occasion, we will shut the school slightly earlier on the last day of Term 3, **Friday the 10th February at 2pm**, freeing up teaching and support staff to help with the move during the afternoon. The children in early years will then have a week in their old rooms on their return but with a minimum of furniture and equipment available.

If any parent is unable to pick their child up at 2pm, this is not a problem as we will run a couple of classrooms with staff running activities until the normal end of the school day, but we would ask that you let us know in advance so that we can plan for this. Music lessons and after school club (Kindergarten Kids) will be running as normal during the afternoon/evening too.

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The builders will be moving into the current EY classrooms for phase 2 (the redevelopment of the SRP/ Inclusion team offices) from the 27th February. At this point, we will regain our playground and the builder's compound will be moved to the front of the school, occupying the space outside the current Wiggly Worms class and the kitchen. Picking up arrangements at the end of the day will be able to revert to normal and children will not need to exit via the hall. If you wish to continue to meet your child at the school gates, this is fine though. The phase 2 work is due to be finished at the start of July.

When the builder's compound is moved there will no longer be access to the main office across the front of the school kitchens, so over half term, there will be a new pedestrian entrance created between the car park barrier and the bike shelters so that visitors can access the main office safely using the new route. This will mean that there will be slightly less 'standing and waiting' space outside the school gates until the end of the year, but we are sure that this will not cause a problem. We would ask that any parents who also access the nursery, for health and safety reasons, continue to use the main school gate as current arrangements, as we will continue to have large delivery lorries accessing the site and car park.

We are delighted with our new rooms and the work that has been completed so far and we thank you, as ever, for your flexibility when there needs to be a change in our everyday routine. What is wonderful is that this is all going to benefit so many children both now and into the future. We are looking forward to arranging an official opening ceremony when all works have been completed.

Yours Sincerely



Mrs Jenny Ashley-Jones
Headteacher