



Montalbo Nursery and Primary School

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Head Teacher: Mr C Minikin

Friday 16th February

Nursery Reroofing

Dear Parents/Carers

I am writing to give you an update on the building work that will be taking place in school.

For some time, the School Governors and I have been wanting to replace the Nursery roof. The Nursery is the oldest part of the school and is not very energy efficient. We have finally had dates when the work to replace the roof can begin. The project is estimated to take 10 weeks and will commence on 21.5.24. The dates were initially planned to take place largely in the summer holidays, but this has not been possible due issues around availability of the contractors Durham use.

During this period, it will be necessary to move some classes into different classes. Below is a description of where each class will move to:

- Nursery will relocate into the Reception classroom.
- Reception will move into Year 1 classroom.
- Year 1 will move into Year 2 classroom
- Year 2 will move into the library
- The ICT suite will be emptied and machines and furniture distributed around school – the computing curriculum will be delivered using ipads and laptops
- The library will move into the ICT suite

Years 3, 4 , 5 and 6 rooms will be unaffected and the children will remain in their current classrooms.

We will need some time to do this. One room will need to be emptied, to allow the next class to move and so on – all the cupboards, resources and furniture. Before the project starts, a number of welfare units, skips and materials will arrive on site too. We need children to be safe whilst we are preparing for and making these changes. **To enable this to happen safely, I would like to move the Teacher Training Days from June 3rd and 4th to Friday May 17th and Monday May 20th.** I apologise for any inconvenience these changes may cause.

The children will return to school on Tuesday May 21st to the new classrooms outlined above. The entrance to Nursery will be closed as scaffolding and heras fencing will surround the Nursery building so a different route to certain classrooms will be needed.

From May 21st, drop off and pick up arrangements will change to try and ease congestion, particularly on one side of the site:

- Nursery and Reception children, please bring/collect the children to/from their new classroom doors identified above, going round the hall, past the key stage 2 classes.
- Year 1 and 2 children – drop off at the hall doors from 8.30am. A member of the key stage 1 team will be at the door until 8.45am
- Children in Year 1 and 2 will be brought to the playground for collection at 3.15pm – parents please meet on the playground.
- Years 3, 4, 5 and 6 will arrive at the playground doors and leave via their classroom doors

When the work is taking place, health and safety of all will be paramount. I will resend this letter nearer the start of the project and keep you updated should anything change.

If you have any questions about this, please get in touch with me.

Yours sincerely,

Mr Minikin
Headteacher