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**Drop-off and Collection Procedure**

**The playground will be spilt into two areas. At playtime staff should rotate being on duty with their partner class.**

**Lunch – 12 – 1pm**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Hall** | **Playground 1** | **Playground 2** | **Butterfly** | **Ladybird** |
| **11.40** | **Butterfly** |  |  |  |  |  |
| **11.50** |  | **Dragonfly** |  | **Otter** |  |  |
| **12.10** | **Hedgehog** |  | **Dragonfly** | **Butterfly** |  |
| **12.20** | **Otter** | **Dragonfly** | **Badger** | **Butterfly** | **Fox** |
| **12.40** | **Badger** | **Fox** | **Otter – 12.50** | **Hedgehog** |  |  |
| **1.00** |  |  | **Badger** | **Fox** |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Class** | **Arrival** | **Playtime** | **Collection** |
| Otter | 8.50 | 10.40 | 3.05 |
| Badger | 8.30 | 10 | 2.45 |
| Fox | 8.30 | 10 | 2.45 |
| Dragonfly | 8.45 | 10.20 | 3.00 |
| Hedgehog | 8.50 | 10.40 | 3.05 |
| Butterfly | 8.45 | 10.20 | 3.00 |
| Ladybird | 8.45 |  | 11.45 |