



24th September 2018

Dear Parents/Carers,

Change to KS1 End of Day Arrangements

In order to ease congestion and to help pick up run as smoothly as possible I would like to make some minor changes to the end of the day arrangements.

1JJ and 1JD will now dismiss the children from the new patch of astroturf in the Chill Zone (by the doors to the school office). This will enable the Year 2 classes to spread out more in front of the main building. 1SM will remain unchanged and will continue to be dismissed from in front of the hall (under the shelter).

These changes will take effect from **Monday 1st October.**

To further support the teachers at the end of the day, can we please ask that the following general arrangements are adhered to:

- When the children come out, please can parents/carers continue to stand back to allow us to have a clear view of all the grown-ups.
- Please do not just come up and take your child- the children are taught to let us know where their grown-up is before we dismiss them.
- If you need to speak to your child's teacher at the end of the day please wait until most of the children have been dismissed so that we can give dismissal our full attention.
- Please make sure that staff are aware of any changes to pick up arrangements before the end of the day. You can inform us in the morning or leave a message with the school office. If we aren't informed we may have to call home to verify changes, which can delay pick up.
- Finally, we ask that you bear with us while we get to know new parents'/carers' faces.

Thank you for your support.

Kind regards,

Jen Dyson
KS1 Phase Leader



Inspiration & Success

