



5th September 2019

Dear Parents/Carers,

Change to End of Day Arrangements

Everyone at Oswald Road is consistently working to ensure our children are safe. After reviewing the end of day pick up arrangements in the playground we have decided to make a few changes. Please see specific details below:

Year 1: No changes - children will be picked up from external classroom doors.

Year 2: No changes. Children will be lined up in the Chill Zone (which they are currently) and dismissed to parents. Please can we ask that you continue to stand back from the lines and the class teacher will dismiss the children to you.

Years 3, 4, 5 and 6:

- Each class will now be **lined up across the pitches in the playground**, starting with Year 3 nearer to Oswald Road through to Year 6, who will be closer to the car park.
- We kindly request that parents/carers **stand back off the pitches** away from the lines.
- The class teacher will line their class up at their designated spot. Once the class are lined up the teacher will dismiss the children to their adults.
- **Children will not be dismissed until they are all lined up outside.**

These new arrangements will start on **Monday 9th September** at the end of the day.

Please can we also remind you that the door leading into the office area from the Chill Zone should not be used at the end of the day. The children exit the building through this door and it should be kept clear so that they are able to do so easily. If you need to speak to someone in the school office please use the main entrance on Oswald Road. It is very important for safeguarding reasons that the foyer area does not become too congested at home time.

If your child is going to be picked up by a different adult than normal, the school office/class teacher must be informed in beforehand.

Thank you for your continued support.

Kind regards

Donna Wealleans
Deputy Headteacher



Inspiration & Success

