

CLIFFE WOODS PRIMARY SCHOOL

4 November 2019

Dear Parents

DROP OFF & PICK UP ARRANGEMENTS

You will remember from the minutes of the recent Have Your Say meeting that we are changing the way that children come in to and go out of school each day. Just to remind you that ***from tomorrow (5 November)***:

- At the beginning of the day:
 - Year R children will enter the school in the usual way.
 - A line will be drawn on the KS2 playground, which parents will be expected to stay behind unless they specifically need to talk to an adult on the door.

- At the end of the day:
 - Year R will leave as they currently do.
 - Year 1 will continue to leave via the main front door.
 - Year 2 will come out of the Creative Studio/Breakfast Club door; parents can wait in the coloured fenced area (preschool's old playground).
 - KS2 will leave the way they currently do, but parents will be expected, again, to wait behind the new line on the playground.

Yours sincerely

Mr T Muggridge
Headteacher