



23rd January 2019

Dear Parents/Carers

RE: Change in end of the day routine for KS2 pupils

As a school we have been reviewing our KS2 pupils' routines at the end of the day. From Monday 28th January we are asking parents to collect their child from their classroom, via the KS2 gate.

We feel this will improve the safety of all pupils and provide an opportunity for teachers to have more of a daily interaction with parents. If you wish to speak to your child's teacher briefly at the end of the day we kindly ask that you wait for all children to leave the class before beginning any conversations. For any personal or in depth conversations we would encourage you to make a Parent Surgery appointment on a Tuesday afternoon.

For those pupils in Year 6 who have permission to walk home, this will continue as normal. Please make sure the school is aware of those pupils.

Pupils who have siblings or childminders lower down the school will continue to meet their parents or carers on the KS1 playground after walking through the school building.

We understand that many parents bring their dogs when collecting their children. You are still welcome to do so but please ensure your dog is on a lead at all times on the school property and any dog waste is removed immediately. This will be readdressed in future if this guidance is not adhered to.

If you have any questions regarding this change of routine at the end of the day please do not hesitate to contact the school office.

Kind regards

Rachel Howes
Deputy Headteacher