



Dear Parents,

3rd September 2019

I hope you have all had a very enjoyable summer holiday. As we prepare to welcome you all back to school I would like to politely remind you of our morning drop off system.

Children from Year 1 to Year 6 should be dropped at the gate when they will be supervised by school staff on each playground. Foundation pupils will be admitted at the Foundation2 door at 8:40am.

The purpose of our drop off system is to alleviate parking and traffic congestion in the roads surrounding school, due to a number of Health & Safety issues raised.

To assist us with our processes we remind you that adults **must not** stay on the school playground area, in the morning, once the children have been left with our staff. This is a positive step towards the well-being of the children and encourages them to make an independent start to the day and also enables school staff to have a full view of the playground area.

We have 2 members of staff monitoring each gate and children playing in the morning. The "gate" adults are happy to accept quick messages. Our staff are highly vigilant at all times but their role is made difficult if there are large numbers of adults remaining on the playground.

Children are not allowed access the school field at drop off or pick up times and Bikes and Scooters are not permitted to be used on the school playgrounds.

Please pass on these details to any other adults e.g. grandparents and childminders that will be responsible for bringing your child(ren) to school.

We look forward to working together to ensure the successful running of all school processes to ensure the safety and well-being of the children.

Thank you for your support.

Yours sincerely,

Mrs C Arnold
Headteacher