

17th April 2013

Dear Parents/Carers

Re: New procedures for Anne Line playground entrance gate

In the interests of the safety and welfare of our children I would like to draw your attention to new procedures for Anne Line playground entrance gate which will take effect from today. If you use this gate please be aware of the revised times for its opening and closing.

Anne Line gate will be opened at 8.45am and then closed at 9am. Please ensure that your child is in good time for the start of the school day.

You will appreciate that it can be very disruptive all round when children arrive late to their class. Please support your child's learning progress by ensuring that they are in school by no later than 8.55am.

If Anne Line gate is closed, children whose classes are in that building should be brought to the Office via the main gate and they will have to make their own way to class. This can of course be avoided if children arrive for school on time.

In the afternoon Anne Line gate will open at 3.10pm and closes at 3.30pm.

I trust that I can rely on your cooperation to make these new procedures work for the safety of the children.

Yours sincerely

Mr. C. Bonner
Headteacher