 Attention! 

Dear Parents/Carers,

Unfortunately we have noticed that there are quite a number of children who are being dropped off and picked up late at the beginning and end of the school day, on a regular basis. Please can I remind you all that school starts at 8.55 a.m. We fully appreciate that if you are a few minutes late that you must sign your child in with the new signing in system. We understand your frustrations when the signing in system is busy. However, a number of parents are taking their frustrations out on members of staff and using foul language on the school premises and this is unacceptable behaviour.

Our new signing in system is a legal requirement in order for us to keep your children safe. Therefore, to make this much easier for us to manage and also for us to keep a check on these children at the end of the day too, we have decided to start a new signing out system also.

**From Monday 20th November if any child has not been picked up by 3.05pm these children will be taken to the Infant Hall. These children will then have to be signed out at the school office. This will include all the children from Nursery, right through to Y6.**

If you have any questions regarding this new system, then please do not hesitate to ask a member of staff, or speak to myself or Mrs Watson.

Thank you for your continued support.

Mrs Carr

Deputy Headteacher