

Our Ref: JT/CRW/16004

7th October 2016

Dear Parents/Carers

We would like to update you on a number of changes that are taking place within our school.

Our School Newsletter will now be published on a fortnightly basis. We will continue to inform parents by letter of any important news and dates. Please also keep an eye on the school web-site, particularly, the "Newsfeed" on our Welcome Page and the "Communication" section - a useful reference point for school letters and newsletters.

Your children's safety and welfare is of paramount importance to us and for this reason, we are introducing a number of changes to our school procedures.

We kindly ask that, when dropping off your children in the morning, please do not pass the white line where a member of staff is on duty.

To reduce congestion on the Key Stage 2 playground and to aid visibility, Key Stage 1 pupils will now be released from the Key Stage 1 door on the playground at the rear of the school.

If you wish to meet with or speak to your child's teacher, please contact Mrs Cooke in our school office who will arrange a meeting or telephone call.

If you are visiting school to attend an assembly or an appointment during busy periods, there may occasionally be a short delay in being admitted into the main school building. We are very grateful for your patience during these times.

We will be holding an Open Morning for prospective parents on Tuesday 18th October from 9.15am to 11.30am. The best way to apply for a primary school place for the 2017/18 academic year is online from 1 November 2016. The closing date for applications is 15 January 2017.

Thank you for your support.

Yours sincerely

Mr J Thorne

Deputy Headteacher