



AISKEW, LEEMING BAR

CHURCH OF ENGLAND PRIMARY SCHOOL

Head Teacher: Mr S. Simper

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18th April 2018

Dear Parents / Carers,

Due to a revision of our Safeguarding procedures, we are changing how children enter school at the start of the day. I will be on playground duty from 8:45. You will be free to drop your child off at this time, or wait with your child on the playground if you prefer. The bell will ring at 8:55 for children to line up and be brought into school. If you wish to have a quick word with me during this time, please feel free to talk to me! If you wish to speak to another member of staff, they will be asked to come to meet you.

If it is raining, children will be taken into the hall. I politely ask that children are dropped off at the main door and handed over to staff.

Please remember, if you need to speak to a staff member, you can always make an appointment to see them at the end of the day when there is more time available to discuss matters fully.

The children have been told about this change so the new procedures will be in place from Thursday 19th April. Thank you for your co-operation in this matter – we all need to work together to ensure children are kept safe.

Yours sincerely

Mrs Bethany Stanley
Acting Headteacher