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Dear Parents/ Carers

We are seeing ever increasing last-minute changes for pick-up arrangements, either via phone or email. As the office is run by one member of staff, this can prove challenging to convey information in a timely manner. In addition, some children can become agitated by sudden changes to plans.

Naturally, it is important we know arrangements for pick-up, in the interest of keeping children safe. It would therefore be helpful if you would notify the class teacher at drop-off (for Foxes and Badgers classes) if there are any changes to the normal pick-up arrangements. For KS2 children, please provide a hand-written note/letter and pass to the child to give to their teacher at registration.

Naturally in absolute emergencies (e.g. when one's car breaks down, or there is an emergency hospital visit, etc.), it is appropriate to notify the office so we can support accordingly.

Thanking you in advance for your kind support.

Gary Price  
Headteacher

