



14<sup>th</sup> February 2020

Dear Parent/carer,

**Before School Procedures and Expectations**

With one half term about to finish and another soon to commence it is an ideal opportunity to remind our pupils about the expectations we have of them both before and after school. In order to keep our children safe, there a couple of procedures to be reminded of.

The first is that children and parents shouldn't be on school premises before 8.30am. Although our gates are open due to before school clubs and deliveries, this does not mean we can accept responsibility for children on our premises. As a school we ensure that all staff are on site by 8.30am meaning we can react to any situation that may occur as quickly as possible, before this time, we unfortunately cannot. If for any reason your child needs to be at school prior to this time, please contact the nursery to discuss our before and after school provision.

Secondly, a number of pupils have begun to play ball games, such as football, before school. I would like to share with you all that this is not permitted. We have a number of very young children on site at this time who are at risk of being knocked over or hurt and indeed prams on site which could be knocked over. Secondly there is a risk of injury to the pupils who are playing and as the school does not officially open until 8.45am there is no access to immediate first aid.

As a school we have already shared the above with your children, but we very much appreciate your support in this matter.

Your sincerely,

Mr J Gomersall  
**Deputy Headteacher**