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Head of School Mrs S Sullivan

Date: 2nd March 2021

Dear Parents,

I am sorry I have had to make a small amendment to the collection times for Year R to avoid congestion at the gate.

In addition to this could you please note that these times are the earliest you will be able to come onto the school site.

For example: If you have a child in **Yr1 and Yr5**. You do not have to pick up your **Year 1 at 3.00** and then wait **15mins** for your Year 5. Your younger child will remain with their class teacher until you arrive up to **3.15**. If you arrive after that they will be at the main reception.

Please do not feel you have to be outside your child's classroom at the earliest time. This will I hope ensure that there will be limited queuing at the gate.

Please also note that Year 5 and 6 will all be leaving at 3.15. Including those who walk home.

TIMINGS	YEAR GROUP
2.55	YR R
3.00	Year 1
3.05	Year 2
3.10	Year 3 Year 4
3.15	Year 5 ALL Year 6

I hope this clarifies the end of school arrangements from Monday 8th March

Yours sincerely

Mrs S Sullivan
Head of School