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Dear Parents / Carers,

It has recently come to my attention that an increasing number of our pupils are arriving at school very early, often before 8.30am in the morning, without prior arrangement with our breakfast club. Please be aware that the beginning of the day is a very busy time for our staff and unfortunately we are unable to oversee the safety and well-being of your children and take responsibility for them when they arrive so early.

Whilst we are delighted that our children are eager to come to school, we would remind you that they should not be arriving before 8.40am in the morning, when our Family Liaison Officers and members of the Senior Leadership Team are around to welcome them and oversee their safe arrival.

In addition to this, now that the nights are drawing in fast, I would like to advise you of the need to collect your children from school, wherever possible, or ensure that, should they be walking home, this is within a group of children to ensure their safety. During the winter months, it is often dark very soon after the end of the day and it is, therefore, advisable that arrangements are in place for your child and that you know their whereabouts.

Thank you, in advance, for your continued support in these matters.

Yours faithfully,

Miss E Green
Headteacher

