

19 October 2018

Dear Parents and Carers

End of Term Notices

Following the change to the Reception layout I would like to remind students that the doors to the main building will not be open to students before 7.30am. Students who arrive after this time and before the classroom doors are opened must wait in the Dining Area or attend Computer Club which is run daily from 7.30am. The main gates will be closed at 8.30am for vehicle access and you are asked to drop your children off before this time. We would like to remind you that all students are expected to **enter the main reception at least five minutes before 8:45am registration** to allow them to make their way to their locker and tutorial room. Students that arrive late to school will be sanctioned appropriately.

We will be carrying out a uniform check on our return to school and would politely ask that over the holiday period you ensure your child has the correct uniform and their "Fab 5". We reserve the right to send any student home who is not in correct uniform to change and then expect them to return to school immediately.

I would also like to take this opportunity to request that you remind your children about road safety as the darker nights start to draw in. In particular, safety when crossing roads and riding bicycles and how using a mobile device can be distracting when doing so.

I wish you and your families and enjoyable Autumn break.

Yours sincerely



Mrs K Gunn
Principal