



Thursday 4 June 2020

Beginning and end of day arrangements

Dear Parents / Carers,

At Poplar Farm School we work hard to ensure that your children are safe whilst in our care. We also recognise the importance of punctuality and attendance, and for these reasons we are making some changes to the start and end of day arrangements, to begin in September 2020.

The new arrangements will be as follows:

- The gates will open in the morning at 8.45am, when the children will say 'good bye' to their parents and will walk to the KS1 playground, where the teachers will greet their classes.
- Class teachers will lead their classes promptly in to school at 8.50am, ready for registration and an early morning activity.
- The gates will be locked at 8.50am.
- The school day will end at 3.15pm for all children. The class teachers will bring the children to the KS1 playground, for you to collect them.

As the school continues to expand with increasing year groups, these arrangements will be reviewed to ensure safety remains the priority during drop off and collection times.

We appreciate your support in regard to these new arrangements. We hope these changes will ensure a calm and prompt start to the school day, ready for learning to take place in line with the government recommended teaching and learning hours.

Yours Sincerely

Mrs Hodson
Head Teacher

IF YOU REQUIRE ANY LETTERS TRANSLATING, PLEASE CONTACT THE SCHOOL

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