

2nd December 2019

Dear Parent/Carer

We are carrying out re-modelling work on the main school entrance door on Wednesday 4th December. This will mean the main entrance is out of bounds on that day and alternative arrangements to access the building are as follows:-

- Children to enter via school classroom doors as normal at 8.45am.
- Children attending breakfast club will be able to access the bungalow as normal.
- Any children arriving late (please endeavor to get all children in on time to avoid disruption to the classes once the school day has begun) should go to their child/children's classroom door, via the playground and wait for their Teacher to admit them.
- Children attending the Athletics club should be collected from the spare classroom (next to Year 6).
- If you need to speak to the office, at the beginning/during the day, please phone and the office staff will be happy to help.

Thank you for your assistance.

Yours sincerely

Miss V Kirkman
Principal