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24<sup>th</sup> June 2022

## Expectations

Dear Parent / Carer

Each day we expect the children to come to school on time and with everything they need for the day. As always, the majority of parents and children are here on time with everything they need, but there have been increasing numbers who haven't.

We have had increasing numbers of parents coming to the office to drop things off during the day and phone calls that come in well after the cut off time for changes to the end of the day. This stops the office staff doing the other important things they have to do.

This letter is to remind you of these expectations.

**Nobody should be late.** Children must be in school by 8:40am. The doors open at 8:30am.

Children need to come to school with their reading book and reading record, water bottle, sports kit for clubs if needed, fruit (if they want it). These are things that they need every day or every week. Please make sure your child has these each day.

If your child is due to have packed lunch please make sure they have it with them in the morning. If they do not we will book them a school dinner which you will need to pay for. We will not be able to keep taking packed lunches to classes.

After school club has become increasingly popular. Bookings for after school club need to be made **by 2pm**. Not afterwards. If it is not booked on time we may not be able to accept the booking.

Changes to pick up arrangements need to be with the office **by 2pm**. If they are not it makes it much harder to guarantee they will get to the class on time.

Once again, thank you to all the parents who follow these expectations and thank you for your continued support.

Mr S Bowsher  
Headteacher

