



Preston
Primary School

PRESTON PRIMARY SCHOOL
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9th October 2014

Dear Parent/Carer,

Keeping Children safe at the start of the day

In order to keep your children safe at the start of the school day, we write to inform you of the procedures that will be in place as of Monday 13th October 2014.

The children should not be left unattended on the school site until 8.40am, so with this in mind, the front gates at the end of the drive will now remain closed until 8.40am. At this time two teachers will come to the bottom of the drive and allow access for parents and children onto the school site. One teacher will then enter each playground and ensure the children's safety until they line up to enter classes at 8.50am.

If however parents need to access the site before this time for Breakfast Club or office queries then the pedestrian gate will not be locked, it is just to reinforce that children should not be on the site unattended.

Many thanks in anticipation for your co-operation in assisting with keeping the children safe.

Yours sincerely

S W Ord

Head of School



**COAST
ACADEMIES**

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