



WEST HADDON PRIMARY SCHOOL

Newsletter No. 2

15th September 2023

Collecting Children from School

A reminder for collection at the end of the school day at 3.30pm:

Nursery – an adult will hand each child to the known adult. There is also a password system for collection by an unfamiliar adult.

Reception – an adult will hand each child over to the known adult at the door on the playground

Year 1 – an adult will hand each child to the known adult at the main school hall entrance in the playground

Year 2 – an adult will hand each child to the known adult at the fire exit in the hall next to the main school hall entrance

Year 3 – an adult will hand over each child to the known adult at the school hall fire exit in the far end of the playground

Year 4 – an adult will hand over each child to a known adult outside of their classroom door situated half way up the slope. If parents would prefer for their child to walk (particularly in the summer months) this should be arranged with the teacher beforehand.

Year 5 – the children are released to the cloakroom and an adult will wait by the door or in the cloakroom area. Children are told to wait with the classteacher until their parent arrives but not directly handed to parents. If parents would prefer for us to directly hand their child then this can be arranged with the classteacher.

Year 6 – Children are dismissed from the classroom door and supervised in the locker area. Most parents like their children to take responsibility because this is their final year in primary school.

We also ask for parents to notify the school office if there are any changes. It could be that families are delayed or have arranged for another family member to collect. We also ask that you notify us if you have an arrangement with another family or if your child is going on a play date. We will not hand a child over if we do not recognise the adult and haven't been notified.

Children being collected for appointments during the school day must be collected from the office and be signed out of the building. Please notify us prior to the collection so that we can plan for this.

ABSENCE

Could we please remind parents that when informing the school of a child's absence, that we need to know the precise reason for the absence e.g. vomiting, cold, temperature, continuous cough etc. Please also let us know for each day of absence. I am sure you can appreciate that it takes a lot of time to follow up each absence and if parents do not notify the school we are duty bound to complete a home visit to check on welfare.

HEADTEACHER AWARDS AND VALUE STARS OF THE WEEK



Dates for the Diary

September

19th September – PTA AGM in the school hall @ 7.30pm

By 15th September – first homework to be sent home

29th September – Values Worship in the church 9.10am

17th Oct – Individual School Photos

CYCLING/SCOOTING TO SCHOOL

Can you please ask your children to dismount their bikes and scooters before entering the school ground in the morning. Thank you.



Please remember to visit our school website regularly for useful information <http://www.westhaddonprimary.net>

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