



## Sharmans Cross Junior School

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**Acting Head Teacher: Jane Ferguson**

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Friday 24<sup>th</sup> October

Dear Parents,

### **Re: Dismissal of Children**

Following feedback from our parent information evenings and our parent forum meeting, we will be changing where Year 3 children are collected at the end of the day. Parents felt it was very crowded outside the office, so Year 3 children, along with Year 4 children, will now be collected from the Year 3 & 4 playground (where they are dropped off in the morning). At 3.30pm, Year 3 & 4 parents can make their way onto the 3 & 4 playground to collect their child. Year 5 & 6 will be dismissed from the entrance by the office as usual.

Each class now has an assigned place to dismiss their children, which should make it easier for parents and teachers. This change will take place from Monday 3<sup>rd</sup> November- please could you ensure that all adults who collect your children are aware of this change.

Kind Regards,

• **Trudi Boon**

**Acting Deputy Headteacher**