

5th November 2019

Start and end of the school day

Dear Parents and Carers,

Welcome back! I hope you've had a lovely half term break.

I am writing to let you know of changes to the start and end of the day. As you know, at Clarksfield, we have limited number of exit/entry points on our playground and this can result in a slightly chaotic start and end to the school day. The safety of our children is paramount and so from next Monday 11th November the following changes will be made:

Nursery, Reception, Breakfast Clubs and Early sessions

- No changes

Start of the day

- Doors will open at 8.40am and close at 8.55am.
- Children will be able to enter without lining up.
- Children arriving later than 8.55am must enter by the school's main entrance and sign in.
- Staff will be in the classrooms from 8.45 am and children will begin learning.
- Years 1, 2 and 3 will enter by the door near the car park.
- Years 4, 5 and 6 will enter by the other door.
- Mrs Cassin will continue to be available on the playground with members of the Academy Leadership Team.
- A member of staff will be at the door to welcome the children and to pass on any messages for the teachers.

End of the day

- Staff will be available on the playground if you have any concerns.
- Year 1 and 2 will exit by the door near the car park.
- Year 1 will stand by the carpark fence and Year 2 will stand near the toadstools.
- Year 3 and 4 will exit by the other door.
- Year 3 will stand in the adjacent fenced area and Year 4 will stand next to the school.
- Year 5 and 6 will exit along the ramp.

It is important that parents don't crowd around the doors as children need to be able to leave safely and staff to ensure that children go home with their correct adult. Adults collecting children must wait in the centre of the playground.

There will be lots of staff around to help whilst we adjust to these changes.

Many thanks for your support, it is very much appreciated.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Nigel Fowler'.

Mr Nigel Fowler
Interim Principal, Oasis Academy Clarksfield

Associate Principal - Lauren Norris

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