



Dear Y3 and Y4 parents,

We would like to remind you of our end of day procedures for collecting your children. Our policy for children in Y3 and Y4 is for the teacher's to dismiss the children from their classroom at 3.30pm and for them to find whoever is collecting them at your arranged meeting place. For some this is the courtyard, the footpath and for some the car park. Later on in Y4 some children choose to walk home alone or with friends. Children know that if, for any reason, whoever is picking them up is not at the agreed meeting place then they are to return to school immediately. We feel this is an important transition period to teach the children to take responsibility for their own safety and to teach them to know what to do if things go wrong. This is all good training for when they are in Y5 and are potentially walking to catch the bus alone.

We do accept that this is a potentially vulnerable period for the children between our release of them and when they find the person collecting them. Therefore we would ask for you to consider if you are happy to allow your child/ren to leave independently and hence assume responsibility or would you rather collect them from the classroom as in Years 1 and 2. Please would you fill in the slip overleaf outlining your wishes and return it to school. If you opt for your children continuing to be independent then please remember the importance of letting school know if you are going to be late or the person picking up changes so we can hang onto the children if necessary.

Many thanks for your assistance in this matter as you know the children's safety is our utmost priority.

Kind regards,

Mrs Kay Hanson

Academic Year 2017-18

Child's name..... Year group .....

I wish my child to be dismissed from class at 3.30pm to independently find the adult picking them up from school	
I wish the adult picking them up to collect my child from the classroom door	
Y4's: I wish my child to walk home from school	

The person who regularly picks them up is:

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Other persons who may collect them are:

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