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Thursday 15<sup>th</sup> October 2015

Dear Parents,

Please can we make you aware that with effect from Monday 19<sup>th</sup> October access to Afterschool and Breakfast Club can only be through the Key Stage 2 entrance. There **will be no** access through the Office door, Infant end of the building

The Key Stage 2 entrance is accessed either through the staff car park and follow the road down to the playground or through the junior playground. Please bear in mind access through the carpark (i.e. driving down onto the playground) will be closed at 8.20am and opened at 4.00pm.

The entrance will be manned by Mrs Murphy, one of the Afterschool/Breakfast Club team, hopefully eliminating the time it is taking for parents to be let in by the Club and providing a more secure route into the dining hall.

Can we also remind you that when bringing/collecting your child from Breakfast/Afterschool Club you must not disturb Teachers - this is important planning/marking time for them.

Kind Regards,

Mrs S N'Jai  
Head of School

H:Afterschool:Afterschool/Breakfast Drop Off Collection from BC/AC Oct 2015

