

King Edwin Primary School



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6th September, 2018

Dear parents and carers of all Year 3 pupils,

Following the dismissal of the children at the end of the day on Wednesday 5th September, staff feel a number of significant changes need to be implemented in order to ensure complete safety during this key transitional time.

Miss Trolley will continue to dismiss her class from her classroom.

Starting on Friday 7th September, Mrs Munnoch will escort her class to the wooden shelter directly opposite the Year 3 classroom. The children will be seated safely in the shelter and a head count will take place. Dismissal will only begin once all children are settled quietly in the shelter. Parents and carers of children in Mrs Munnoch's class are kindly asked to wait near the identified shelter, without blocking the entryway, please.

All arrangements are continuously monitored and reviewed. We will endeavour to inform you as soon as possible should these arrangements change.

Please note that arrangements for the start of the day will remain the same, with the classes forming two lines outside Miss Trolley's room. Early Bird Reading sessions for all the Year 3 children and their accompanying adults will take place in Miss Trolley's room.

Thank you for your continued support.

The Year 3 Team.



