



Swanton Morley VC Primary School

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Wednesday 18th October 2017

Dear Parents,

Changes to morning arrivals from 30/10/2017 – Winter Arrangements

From Monday 30th October there will be a change to the way the children arrive and go to class in the mornings. Hopefully the alterations will make the process of getting your children into school smoother, easier and more efficient during the winter months.

After half term the gates will open at 08:40 as usual and children can arrive from then until 08:50, the big difference being all children will be expected to go straight to their classrooms when they get to school. Once in class they will read quietly until registration at 08:55. The gates will be locked at 09:00 as before.

With the clocks changing on the 29th and the weather set to deteriorate as we head into winter, the likelihood is that, for much of November through to March, the children would quite often be going straight in to class anyway. It is preferable to keep things as consistent as possible and, rather than having different procedures for wet and dry mornings, keeping to a stable routine will assist the children in settling in to their learning. Also, during the late autumn and winter months more people tend to use their cars to ferry children to school so, under the changed system, parking should become somewhat easier (and Manns Lane less congested) as parents will theoretically be 'dropping off' rather than parking their cars for what can be up to 20 minutes with the current arrangements.

During the new 'winter arrangements' at least two members of staff will be present, one at the gate and one on the playground, should you wish to pass on messages to your child's class teacher. No parents or other adults should be inside the school in the mornings to reduce congestion, encourage independence and to ensure good safeguarding and child protection practice is in place. Of course, teachers still remain happy to speak to you! Ideally though, this should be at the end of the school day when they have more time to devote to you, rather than in the morning, leaving teachers able to focus on lesson preparation, teaching and learning. Remember messages, letters, forms and payments can always be given in at the school office. Appointments to meet with teachers after school can also be arranged with Mrs Day in the office.

When the weather has improved and the clocks have changed in the spring we will return to the current system (summer arrangements) as more children turn to cycling and walking as a means of getting to school.

Yours faithfully,

Peter Vokes