

January 10th 2024

Dear Parents/Carers,

Early Collection

I cannot stress the importance of this letter – please take time to read it.

There was a significant increase in the numbers of children being collected early last term. This does cause significant disruption to the child being collected and the other children in the class as the teacher has to stop teaching to dismiss the child being collected.

There were 337 early collections last term. This is an average of 5 a day. We saw as many as 20 on a single day. Numbers increase on Thursdays, Fridays, and days when it is raining.

I understand that children will have medical appointments they need to attend (a majority do seem to be on a Friday), but if that is the case, I have previously asked that they be collected before 2.30pm so as to avoid the busyness of the foyer towards the end of the day when our LRB children are being dismissed.

Our security and the safety of our children is compromised when office staff have to leave their desks to collect children from the classrooms while the front doors are open for staff to escort LRB children to their taxis.

In the interest of pupil safety and continuity of teaching and learning, **please collect your child from their classroom doors at 3.20pm when school finishes.**

I will be contacting individuals who are regularly collecting early.

Your cooperation in this matter is greatly appreciated. Please pass this message onto anyone who collects your child from school.

Thank you.

Kind regards,



Steve Rayer
Headteacher

Ysgol Gynradd Ty-Du
Rogerstone Primary School

Ebenezer Drive
Newport
NP10 9YX
Tel: 01633 831610
Pennaeth/Headteacher: **Mr. S Rayer**

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