



February 10th 2022

Dear Parents/Carers,

Late Arrival and Early Pick Up

There are still a significant number of children arriving late to school and being collected before the end of the school day. This is causing significant disruption and is a potential safety concern, particularly at the end of the day.

When a parent is collecting a child early, the office need to contact the class teacher. The class teacher is teaching the class and has to stop to take the call and sort out the child who is leaving early. This is disrupting the whole class' learning. We have at least 20 children a day leaving early.

As I have previously asked, if, in exceptional circumstances (e.g. a medical appointment), your child needs to be collected early please do so before 2.30pm. Please do not be offended when the office staff ask why your child is being collected early.

There is similar disruption to the class' learning when children are arriving late. The teacher starts the learning for the day at 9.00am, which includes the children ordering their lunch with the class teacher or Helpwr Heddiw in some classes. Activities and reading groups start by 9.10 and children coming in late not only miss the start to the day but also disrupt the learning of others.

We have a breakfast club that starts at 7.45am and a 15 minute window (8.45-9.00) for arrival before the gate is locked. There is also busses to and from Afon Village for those eligible.

Please be on time – if you are experiencing problems please contact myself or Mrs Dunn.

Please collect your child during the 3.10 and 3.20 window at the end of the day.

The situation will be monitored again next week and if necessary, the office will close between 2.40pm and 3.10pm every day to ensure the safety of all our children.

Thank you very much to the majority of families who arrive on time and leave on time.

Please pass this letter onto any friend or family who bring or collect your children from school.

Your sincerely,

A handwritten signature in black ink, appearing to read 'Steve Rayer'.

Steve Rayer
Headteacher