

PROCEDURE

Collection at the end of the School Day

Reception, Yr1 & Yr2

Infant children are dismissed by the class teacher onto the playground. Please stress to your child that they must always wait with their class teacher until their grown-up arrives to collect them.

Infant children must be taken home by a grown-up and are not allowed to walk home on their own. For safety reasons we also do not allow Junior children to collect infants and walk them home. If you are unable to come yourself please arrange for another responsible adult to collect your child(ren).

In the autumn term 1, reception children (April-August birthdays) attend for the morning session only, and are collected either before lunch at 12pm or after lunch at 1pm.

Yr3, Yr4, Yr5 & Yr 6

Junior children are dismissed from the classroom.

DELAYED COLLECTION

Any child not collected at 3.15 pm will be brought back into school and will wait in the main school reception area. Please notify the school immediately should the arrangements for collection change or if you are delayed.