



Warren Wood Primary Academy (Inclusive Provision for Language Needs)



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Dear Parents and Carers

Change to Drop Off and Collection Arrangements

We are so very pleased as to how well children in Daffodil and Tulip classes have settled into primary school. We hope you are enjoying hearing from your child about their daily activities.

From **Monday 9th October**, we are changing the drop off and collection arrangements to help the children build on their confidence and independence to help with their development even further. From Monday, parents and carers are kindly asked to drop their children off and collect them from the Foundation Stage gate by our Nursery area. Foundation Stage staff will be on the gate every morning and evening to help guide children, parents and carers to ensure that everybody is safe at all times. Please still head down towards Kloisters and towards the red bus area.

I would just like to remind you that children are expected to be in school by 8.50am for morning registration, the gate opens from 8.30am and collection is 3.10pm. Please ensure that if you have other children in the school, that you collect your Reception aged child first. If your child arrives after 8.50am, they will be marked as being late.

Please remember that if you need to make contact with your child's class teacher, please use the class email addresses so the teachers can respond back to you.

- wwdaffodil@warrenwood.medway.sch.uk – Mrs Cheema
- wwtulip@warrenwood.medway.sch.uk – Mrs Lock

Yours sincerely

Mrs Woodroof
Head of School

