



MEADGATE PRIMARY SCHOOL

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Executive Headteacher: Mr. J. J. Figg

Transition to Year One

Thursday 23rd May 2019

Dear Parents/Carers of Reception,

As part of the children's transition to Year 1 there will be a change to the way they enter the school in the mornings. From Monday 3rd June we ask that you please take your child through the main gate and not through our Reception gate. They will still leave via the Reception gate at the end of the school day.

In the mornings, the main gate will open at 08:30. You are welcome to stay with your child on the main playground until the bell goes at 08:45. At 08:45 the children are to say goodbye and enter school through the entrance by the water fountain. The children are used to using this entrance after lunch.

The gate will remain open for a short time to allow for any latecomers. If the gate is shut when you arrive you will need to take your child into school via the school office and will be asked to sign a late book. Please remember that school starts at 08:45 every day and any child that arrives after this time is missing valuable learning time.

If you have any questions, please do not hesitate to contact me.

Many thanks for your support once again,

Miss M Laurence.