



Clifton Green Primary School

Clifton, York YO30 6JA

01904 555105

clifongreenprimary@york.gov.uk

www.clifongreenprimary.co.uk

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Better never stops...

14th January 2020

Dear parents/carers,

Access to school

We want our school to be safe and secure and we also want it to be open and welcoming. For this reason, we have changed some of our arrangements for dropping off and collecting children. The following arrangements will start on **Monday 20th January**:

- The school gates will open at 8:25am in the morning and close at 8:50am. If you need to come in to school at other times, please use the main entrance by the office.
- Unless they're coming to Breakfast Club, please don't allow your child/ren to come to school before 8:25am as the playground is unsupervised.
- The school gates open for pickup at 2:55pm and close at 3:30pm. If you need to come in to school later, please use the main entrance. If you're collecting from after school activities, please use the main entrance to meet your child from the school hall.
- We appreciate it's a longer walk around the building but please don't use the hall and corridors as a shortcut from one side of the school to the other. Please also wait outside to meet your child at the end of the school day.
- Unless you need to speak to the admin team or drop-off at Year 1, please use the pedestrian gates to access school grounds rather than the main entrance.

We pride ourselves on the relationships we have with families and the community and do not want access to school to become a barrier for communication. We also understand that no one wants to be outside in the wet and cold any longer than necessary however we hope that you understand that the safety of your children is important. Please don't be offended if school staff challenge why you might want to access the building – they are keeping the site safe and secure.

If you need to speak to a teacher, you'll find them on the playground in the morning between 8:40am and 8:45am or after school at pickup. Should a longer meeting be needed or you need to get a message to a teacher at other times, speak to the office team who will be happy to help.

As always, we will do our best to support families with any special requests or additional needs. If you have any questions or concerns about school access or arrangements for drop-off and collection, please speak to a member of the team.

Thank you for your continued support and understanding.

Nicola Jones
Acting Headteacher

Ofsted Number: 121283 Chair of Governors: Mr John Kesterton

Headteacher: Mr Dave Brown Acting Headteacher: Miss Nicola Jones Assistant Headteacher: Mr George Gardiner