



Head Teacher:

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Dear Parents / Carers

Entry Points to School

We have been reviewing our entry points to school this half term and how to improve the efficiency of all systems.

When we return after the half term break, Reception, Years 1, 2, 3 and 4 will no longer enter through the classroom doors. Children will all enter via the main entrance point to each respective phase. Teaching Assistants will be stationed here to support and take messages for Teachers.

Having classrooms open for the duration of the fluid drop off means the learning environments can become very cold.

Children will continue to be dismissed from classrooms at the end of school. This ensures the safeguarding of all of our children at a very busy time of the day.

I would like to take this opportunity to politely remind you of our opening times. The doors to phases open at 8.30am for a fluid entry ready for our school start time of 8.45 am when statutory learning begins.

On our return after half term, to support a prompt start to learning, all entry points to school will close promptly at 8.45am. All children arriving after this time will need to enter school via the main entrance and will be marked as late.

We are currently in the process of purchasing an electronic sign in system which we are hoping will be in place for our return. Parents / Carers will be required to electronically sign in children who arrive after 8.45am.

We completely understand that from time to time, unforeseen circumstances can result in children occasionally being late for school. However, when children are regularly late they are missing vital learning.

I would like to take the opportunity on behalf of the Ingleby Mill Team to thank you for your continued support – it really is appreciated.

Yours sincerely

Janis Williams
Head Teacher



