



WILLIAM HARDING SCHOOL  
Aim high... Work hard... Be kind...

## WILLIAM HARDING SCHOOL

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Head Teacher: Miss T Cotchin BA(Hons) PGCE NPQH



14 July 2022

Dear parents and carers,

**Re: Year 3 gates**

Thank you for your patience this week as we all move to the new timetables. I hope you agree that over the course of the week the morning drop off and afternoon pick up has become smoother as you and the children have become more familiar with the year 3 gate system. As you know our main priority is the safety of the pupils so at drop off and pick up time we want to ensure the children are collected by their adult safely.

Our lining up procedures have worked well for the previous year 3 but it is crucial that you line up along the hedges at the correct times to drop off and collect your children. Please allow for the first classes to be dropped off/collected before lining up for the second classes, keep the pathway clear and do not block the middle area. The staff will then call the names of the children as the parents/carers come to the front of the line in the queue. Staff will have class named boards to show you where to line up.

As always and for all year groups, there is a 10 minute window for your child to enter the gate before they are late. Their class may have gone in already but you can take your child to the front of the line to go in.

We thank you for your cooperation in this and know that everyone will soon get used to the year 3 system.

Kind regards,

Mrs Fulford-Foy

Assistant Headteacher Year 3 & 4

**Our School Values are: Inclusion, Perseverance, Honesty, Respect, Responsibility and Collaboration.**

