



*“ will enable children
to reach their full potential”*

Ebdon Lane
Fulwell
Sunderland SR6 8ED
Telephone:(0191) 553 5548
Fax:(0191) 553 5550

**Head Teacher:
Mrs Wendy Angus**

12 February 2014

Dear Parent

SNOW ARRANGEMENTS UPDATE

With snow predicted we have amended our arrangements for "drop off" and collection procedures. As we will continue to text you each time it is necessary to put the following arrangements in place, it is important therefore that we have up to date mobile telephone numbers for the main carer.

Staff will greet/hand over children at each entrance:

Morning sessions:	All children can be brought in between 8.50am and 9.15am
Nursery children	Normal entrance
Reception	Nursery link
Year 1 and 2	Main entrance

Collection times:

As normal	Nursery children	Nursery Entrance
2.55pm	Class 9	Nursery Link
3.00pm	Class 8	Nursery Link
3.05pm	Class 7	Nursery Link
3.05pm	Year 1	Main entrance
3.15 pm	Year 2	Main entrance

NB: Siblings will be gathered together and handed over with the youngest child

If due to work commitments you are unable to collect your child early please do not worry as they will be kept in their classroom until normal collection time.

If these arrangements are in place could Nursery and Reception children use the path leading up to Nursery and Year 1 and 2 children use the main car park entrance.

Please DO NOT try to use the car park as the caretaker will be on duty to prevent vehicles gaining access.

Your support with these arrangements will be greatly appreciated.

Yours sincerely

Mrs Wendy Angus
Headteacher

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