



**WROUGHTON
ACADEMIES**
*Creative
Education
Trust*

7th November 2018

Dear parents/carers,

Reception - Coming into school in the mornings

Thank you for your support so far this year. The children have settled in really well and we can already see how much progress they are making.

From after half term we are changing the way Reception children come into school. In the mornings, please walk around the back of the school to the door facing the Junior playground. Here, the Reception teachers will meet you, so if you have any messages you will have a chance to pass them on. Children do not need to line up and will go straight in when they arrive. Doors will open at 08:40 and close at 08:55 to assist parents with older children. Your child will go in through the door independently and teaching assistants will be waiting to greet them in the corridors and classrooms. We are making these changes to simplify the morning routine and to support the children in settling into class.

At the end of the day we will continue to use the classroom doors, as we do now. Your child's teacher and teaching assistant will bring the children out and stand in a line at the gate leading to the playground. Staff will send your child to you when they see you. If you need to speak to your child's teacher please wait until all the children have been collected.

Yours faithfully

Sarah Oxborough
Assistant Head