

Colmers Farm Primary School

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27th October 2023

Dear Parents/Carers,

Early Collections from school

The last few weeks we have seen a sharp rise in children being collected early from school with very short, or no notice particularly on Thursdays and Fridays. This leads to disruption in the school office, and for the class staff and pupils. It can also delay the dismissal of the rest of the class whilst children are individually brought to the school office.

Whilst we appreciate it can be difficult to book medical appointments, we do expect parents to try to book these outside of school hours. Any appointments that require your child to be collected early should, where possible, be evidenced by an appointment letter or text message confirmation. This ideally needs to be given/shown to the school office in advance of the date and time that you need to collect your child early.

Please note that children should not be collected early from school to attend family functions or to avoid traffic.

Collecting children early means they miss out on their learning, and this can lead to gaps in their knowledge when returning to school to continue a particular topic.

We hope that you will support us in ensuring children are not missing out on their education whilst here at Colmers Farm Primary School.

Yours sincerely,

Mr Williams
Headteacher



SCHOOL MEMBER