



**St. Cuthbert's Catholic Primary School
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Headteacher: Mr P Harrison

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Dear Parents

Dropping children off at school in the morning

You will be aware that teachers are on duty in the playground from approximately 8.45am each morning to meet families and help supervise children before the start of school, so that parents can depart if they wish.

We have started to see an increase of children being dropped off much earlier than 8.45am and they are therefore unsupervised during this time

Before 8.45am, teachers are working and preparing for the day ahead, and myself and colleagues have team briefings and study sessions. The staff therefore cannot be on duty in the playground any earlier.

Please could you make arrangements to stay with your child until 8.45am or liaise with another parent and ask them to be responsible for your child should you need to get away before 8.45am.

We do have a breakfast club, from 7.45am, which you can use and this is a small charge of £2 per day if this helps you. Some children come in early for pre-arranged activities such as my Year 6 study group.

I am sure you will appreciate that we need to be fair and consistent with all families and I need to balance the needs of the staff and their planning with the needs of families trying to get to work.

Yours sincerely

Peter Harrison
Headteacher

