

Pre Prep Collection at 4pm



Dear Parents,

We have reviewed and updated the system for the 4pm collection window, so that it now allows opportunity for form tutors to engage with parents. We hope the new design will make it easier to pass quick messages and it means form tutors can personally dismiss the children to their parent or carer.

All children in Reception, Year 1 and Year 2 will have all bags packed and ready for 3.55pm and will line up as a class on the gravel area, on the drive, with their form tutor. Their form tutor will dismiss the children once they have seen the parent/ carer waiting to collect them. This means the children will no longer need to queue up by the person holding the register as the form tutor can update it once the collection window is over.

We do hope this improved system will benefit the relationships and communication between staff, children and parents.

Kind regards

Miss Morgan
Head of Pre Prep

