



WILLIAM HARDING SCHOOL
Aim high... Work hard... Be kind...

WILLIAM HARDING SCHOOL

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Head Teacher: Miss T Cotchin BA(Hons) PGCE NPQH



09 November 2023

Dear parents and carers,

Re: Updated Year 1 Entry Procedure

Now that the children are growing in independence, have settled into their routines in class and the weather is becoming colder, we will be changing the Year 1 entry procedure.

Children will be dropped off by their families and caregivers at the Key Stage 1 'in gate' and will independently walk down to their classrooms. This will mean parents no longer need to walk the children down the ramp to the playground. Class teachers will meet the children in their classrooms and begin morning work. The route to classrooms will be fully supervised and staff will be on hand to support children who find the transition difficult. Entrance timings will remain the same – 08.30 - 08.40 for Year 1.

Exit procedures and timings for pick up at the end of the day will continue as before.

The new procedure will start on **20th November 2023**.

If you have any messages you need passed to your child's class teacher, please continue to email via office@williamharding.school.

Thank you for your continued understanding and support in developing the children's independence.

Kind regards,
The Year 1 Team

Our School Values are: Inclusion, Perseverance, Honesty, Respect, Responsibility and Collaboration.

