

Head Teacher: Ms Sarah Hodgson
School Business Manager: Mrs Hayley Hedge
Chair of Governors: Mrs Jeanette Battye

Email: admin@sheriffhales.shropshire.sch.uk
Website: www.sheriffhalesschool.org



28th February 2022

Dear parents and carers,

Firstly, I would like to welcome you all back to a new half term which, although Ms Hodgson will not be with us on a daily basis, I hope continues to be one that is both hardworking and fun for the children. As a school, we can look forward to the welcoming of spring and hopefully the beginnings of some better weather after all of the storms half term week brought.

As I am taking on a different role in school until Ms Hodgson's return, unfortunately, this means that I will no longer be able to teach in Oak class full-time. This week, we have secured a lovely supply teacher to work in Oak class on Wednesday called Anna Benting. Ms Benting comes highly recommended and I'm confident that Oak class will love meeting her. In order to provide as much continuity for the class as is possible, Ms Benting will also be taking over the teaching of Oak class on Mondays, Tuesdays and Wednesdays until Easter. Once arrangements for the summer term are in place, I will of course update you.

Unfortunately, my first communication with you also has to be one of concern. It has been brought to my attention that on Friday, 18th February one of our younger pupils was dropped off near to the village hall and then left without an adult to make their way into school independently. As had been previously communicated, school was shut to pupils on this day and thus, no one was manning the school gate or was aware that this had occurred. The incident, whilst it was resolved, was distressing to those involved and should not have happened.

I would, therefore, like to remind everyone of the procedures for dropping off their children and collecting them at the end of the school day.

- School property and responsibility for pupils only begins at the school gate and during school opening hours.
- In a morning, pupils should be walked to the main school gate and handed over to the member of school staff that is there. Older children (upper Key Stage 2) may walk along the path independently *providing* they have been seen by the member of staff and this has been acknowledged to you. If your child attends breakfast club, then they should be taken to breakfast club and not left to head across the playground independently.
- If you are late arriving at school, please wait by the main gate and telephone school. A member of staff will then come out to meet you and escort your child into class. The same procedure applies if you need to take your child out of school during the day for any reason.
- At the end of school, pupils will be released either to after-school club or to whoever is collecting them from the main gate/field area. Pupils will be allowed to walk to their parents/carers providing that they can be seen by school staff and pupils.
- Pupils in Year 5 & 6 may have an alternative agreement to walk home independently but this must have been agreed with the school on an individual basis. *Where this has previously been agreed by e-mail, we will now be asking for a signed consent agreement from parents. We will contact you about this.*

- If you are picking your child up from a pre-arranged location outside of school grounds, please ensure that you have considered the safety of the pick up point and that your child's school teacher has been informed of this location. Please do not drop off or pick up your child from the small traffic island where the road from Church Lane meets The Rock (this is extremely dangerous).

I realise that this information may sound draconian but, as I'm sure you'll agree, we all want to keep our children safe. Thank you for your support in this matter.

If you have any questions, please ask.

Kind regards,

Kate Hanson

Acting Headteacher.