



Manston St James Primary Academy
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Executive Principal: Mrs Helen Pratten

Principal: Mrs Jane Kent

Respect & Believe

Enjoy & Achieve



7th September 2018

Dear Parents/Carers,

We are going to change the way Year 2 come into school to help with congestion around the Year 2 circles.

From Monday 10th September we will meet children at the circles as normal but will then allow them to filter into school as soon as they arrive which will enable them to get ready for the school day straight away. Mrs Anderson and Miss Knowles will be in the classrooms on a morning from 8:40am to supervise the children as they enter the classrooms while Mr Gatman and Miss Hutchinson will be on the class circles for you to talk to if you have any questions about your child's education or if you need to pass on a message such as who will be picking them up at the end of the day.

By enacting this change this should make the start of the morning easier for all concerned and enable your children to engage in learning as soon as they arrive at school.

If you have any questions or concerns, please don't hesitate to get in contact with Mr Gatman or Miss Hutchinson.

Could we remind you that the 'Who can collect my child forms' (the yellow letter sent home this week) need to be filled in and handed into class teachers as soon as possible so that we can ensure our school records are updated for the new academic year.

Thank you for you continued support.

Yours sincerely

The Year 2 Team