

ST HUGH'S SCHOOL



   
Learn • Believe • Achieve • Together

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Head Teacher: Tracy Millard

Wednesday 4th October 2017

Dear Parents & Carers

As you're aware, there are a large number of mini-buses, taxis and ambulances which drop off and collect students. It is becoming more noticeable that a number of students are now travelling to and from school either independently or under the supervision of parents and carers.

Staff are on duty in the car park at the start and end of the school day, 8.50am and 3.25pm to ensure the safety of students during their transition into and out of school. For students being dropped off/collected can we please remind you that students need to be using the student entrance rather than the main school reception. Please can all parents and carers wait near the student entrance.

Students cannot be admitted into school prior to 8.50am unless by prior agreement. If you are collecting your child at the end of the school day there is no requirement to sign them out after collecting them from the student entrance.

If you need to collect your child during the school day, please enter school as normal and sign your child out.

Regards

T. J. Millard

Tracy Millard
Headteacher



We're working
towards Artsmark
Awarded by Arts
Council England

