



Whitstable Junior School

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Wednesday 12th June 2019

Dear Parents/Carers,

I am writing to remind you that the entrance into the school for children at the start of the school day is the bottom gate onto the playground. There we can greet your child with a smile and a cheery good morning.

If your child is late for school we would request that you ring the office bell for entrance. You then escort your child to the school office where you can inform the office staff as to why your child is late. Please don't leave your child to come into the school office on their own.

Just to remind you that the bell on the playground rings at 8:45 and children make their way into class so that they are ready to learn from 8:50am when the register is taken.

Kind regards,

AMKnoupe

Annie Knoupe

Headteacher

