



Gateford Park Primary School

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Headteacher: Paula Blythe

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Dear Parents and Carers

At Gateford Park, our number one priority will always be to ensure the utmost safety of our children. Following a recent audit of our safeguarding procedures it has been brought to our attention that we have an issue that needs to be addressed.

As you may be aware adults working with children have to go through stringent checks to ensure that they are suitable. The same applies to parents who may be alone with children during school hours. We still have parents who are late (before or after the register closes) who are walking through school to take their child to class. May we ask that from tomorrow the following procedure is adopted:

Please bring your child to the main office to collect their mark and let Mrs Ellis know about dinner arrangements, then leave them in the main reception where, if they are in KS2 they can walk to their classroom or KS1 be escorted by a member of staff to their classroom.

The same procedure applies if you are collecting your child early or if you come into school to administer medication etc. - a member of staff will collect your child for you.

Thank you for your support in this matter.

If you require any further information please feel free to contact me.

With my very best wishes.

Clare Hibbert
Inclusion Leader