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EARLY YEARS - SCHOOL DAY TIMINGS

At the Reception Class entrance the teacher/teaching assistants welcome the children and assist with coats and bags etc. In the interests of security, our school day starting on time and encouraging independence in our younger pupils, parents/carers must not enter the school building at this point. Information/messages may be passed to the staff member at the door where needed. Where a parent/carer would like to discuss something in full/ meet with the class teacher, appointments can be made via the main office.

Reception Door opens at 08.45
Reception Door closes at 08.55
Morning session 08.55 to 11.45
Lunch break 11.45 to 13.00
Afternoon session 13.00 to 15.15

The school day ends at 15.15hrs for Reception, when the teachers supervise the 'handover' of children meeting their parents/carers at the Reception doors.

NB: If for any reason you are running late, please bring your child to the office at the main entrance for safe admittance as the Reception doors/external gate will be locked at this point.

Please also note that children arriving after 08.55hrs will be registered as

- 1) - 'late before registration closes' up to 09.15hrs
- 2) - 'late after registration closes' (after 09.15hrs = unauthorised, unless for medical/dental appointments)

All 'lateness' is monitored in accordance with the school's attendance policy.