

NEWSLETTER

William Gilbert Endowed School

3 November 2005

No: 302

Dear Parents

Welcome back to the 2nd half term. The buzz of Christmas has begun with the Christmas tree ordered and concert rehearsals underway in the infants and juniors. I look forward to inviting you to the various activities in due course.

SECURITY

During half term our long awaited security system was installed. On the whole we are very pleased with it and are confident that when all the teething problems are solved that it will work effectively.

I am very anxious that we maintain our 'open door policy' and that, as parents, you do not feel 'locked out'. You are as welcome in school as always, but you will have to press the intercom first in order to gain access. The intercom is located to the right of the main door, on the external wall of the staffroom.

We welcome your comments, or opinions, and hope that you are confident and pleased that your children are safe in school.

ARRIVAL AT SCHOOL

The new security system does highlight the number of children who arrive late. Whilst we understand the difficulties of ice, snow and roadworks we would appreciate everyone being at school by 8.55 am on a regular basis when circumstances are normal.

The CCTV system is recording 24 hrs a day and it therefore allows us to monitor regular late arrivals. Please save yourself from an embarrassing conversation to account for not being at school on time. It is important that your child is here on time so that they do not miss the instructions at the beginning of the day. Your help and co-operation would be appreciated.

Whilst encouraging everyone to be on time please remember to park cars safely and with respect to residents around the school site.

STAFF TOILETS

May we please ask that children wishing to use the toilets whilst waiting for older siblings use the children's toilet located in the infant department. We have a shortage of toilets for use for the staff and it is frustrating to find them being used by children. Obviously, if there is an emergency we would not object to the staff toilets being used but would ask that they be left in a 'clean' condition.

SCHOOL PHOTOGRAPHS

The school photographer will be in school on Friday 11 November to take individual and/or family group photographs. Please return the reply slip from a separate letter sent this week and ensure your child is well groomed on that day.

Yours sincerely

S J Whyld (Mrs)