



# The Bluecoat School and Nursery Unit

*working in partnership with The Stamford Children's Centre*

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**Head Teacher – Mrs C Hines**

Tuesday 9<sup>th</sup> December 2014

Dear parents

You may be aware that SWA (Stamford Welland Academy) have changed their end of school day time since September 2014 and that their pupils now leave school at 3pm. We now have a number of pupils from SWA regularly coming onto our school site at the end of the school day and the expectation of the new principal is that they will not do this.

Some of the older children have offered an explanation that they are being asked by parents to collect younger brothers and sisters from our school. Given our clear procedures for the safe collection of all of our pupils, this needs to be agreed with us first and all staff involved need to be aware.

**Our safety procedures require all children from YN to Y4 to be collected by a responsible adult every day.**

If you wish to authorise an older child from SWA to collect siblings from Y5 and Y6 only, please complete the attached slip and return it to us as soon as possible so that our records indicate your parental instructions on this matter. **Please note that we will not permit any child to go with a sibling unless we have received this form.** We will then also advise the principal at Stamford Welland Academy of the names of their pupils who are entering our school site at the end of the day to collect a brother or sister and they will then be given permission by SWA to do so.

Thank you for your parental support with this very important matter which is intended to keep all of our children safe and well.

Kind regards

Carol Hines  
Headteacher

I/We give permission for my child (name) ----- to be collected after school by their

older sibling (name) ----- with effect from -----

Name of child to be collected

Class: Y5 or Y6

Name of parent:

Signature:

Date:

