

Village Infants School
Ford Road
Dagenham
Essex
RM10 9JS

☎ 020 8270 6589

Email office@village.bardaglea.org.uk
Website www.villageinfants.com



SCHOOL
MEMBER



HEALTHY SCHOOLS
LONDON



Acting Headteacher *Ms. Y. Cattle*

2nd September 2022

Dear Parents

Current Start and Finish Times

Drop Off Time: 8.50am – 9.00am

(We would like all children to be in their class ready for learning by 9am)

Pick up Time: 3.10pm

Please note the bollards will be raised the following times. During these times there will be no vehicular access to the school site.

am: 8.45am – 9.15am pm: 3.00pm – 3.30pm

Key Stage 1 Drop Off/Pick Up Times and Place

Year 1 Drop Off

Children enter by the main school gate between 8.50am and 9.00am and walk round to their classroom on their own.

Year 1 Pick Up

Parents enter the playground by the main school gate, which will be opened at 3pm, and wait outside their child's class. Teachers will let the children out of their classroom door at 3.10pm.

Year 2 Drop Off

Children enter by the Year 2 gate in the school car park between 8.50am and 9.00am and walk round to their classroom on their own.

Year 2 Pick Up

Parents enter the playground by the Year 2 gate in the school car park, which will be opened at 3pm, and wait outside their child's class. Teachers will let the children out of their classroom door at 3.10pm.

- **Arrival** - In the interests of safeguarding we expect an adult to wait with their child until they enter the school gate **children must not be left** unattended.
- **Collection** - We have a password system for keeping children safe.
Parents must inform the school office or the member of staff on the gate if their child is to be collected by anyone other than the usual adult. Please ensure the adult collecting your child has your child's Password. We will not release any child if the password is unknown.
- We will not allow the children to leave the school with anyone under the age of 14

Thank you for your support.

Yours sincerely
Ms Yolanda Cattle
Acting Head Teacher