



# APPLEBY Primary School

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14<sup>th</sup> October 2014

Dear Parent/Carer,

We would like to remind parents/carers that children are welcome onto the school playground with a parent or carer **no earlier** than 8.45am. Children who come into school unaccompanied are welcome on the playground **no earlier** than 8.50am, ready to come into class when the school bell goes at 8.55am. The children have all been reminded today that ball games are not allowed before school.

Staff are not required to be on playground duty before school and our insurance does not cover us to have children on the premises any earlier than these times on school days. Children are still the responsibility of their parents until the school bell goes at 8.55am (with the exception of those who travel on school transport).

After half term we will be running a Breakfast and After School Club on school premises and children who are in the playground before these times will be brought into school to ensure their safety and invoices will be sent accordingly.

Please work with us to keep all children safe before school.

Mrs R Pearson  
Head Teacher

Headteacher  
Mrs. R. E. Pearson

Chairman of Governors  
Mr J Baxter

Office Administrator  
Mrs. R. Bousfield

Finance Officer  
Mrs D Parkin

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