

21 November 2023

Dear Parent/Carer

You may be aware that it has been necessary to place a set of external doors in Miss Searle's classroom out of use. Unfortunately, due to wear and tear and the nature of the poor weather we can be exposed to on site, the door has become unusable. Therefore, to ensure the safety of children and staff, we have locked this door until it can be replaced.

As a result of this issue, we have made alternative arrangements for children to use the doors in Mrs Teasdale's classroom at the start of the school day and when they are in school so that they can access the outdoor play areas. You may also notice that we will make alternative arrangements for the collection of children from Miss Searle's classroom due to us not being able to use the usual external doors.

It will be necessary for us to make use of the Primary Hub Doors (old nursery) for the collection of children for the time being and we may also use other doors in Primary from time to time to make entering and leaving school as convenient as possible for parents and children. These arrangements will only be in place for a limited time to allow repairs to be carried out to the current classroom doors and we will continue to keep you updated via classroom teachers.

Our contractor is working on manufacturing replacement doors and will be on site to install these as soon as they are ready. We hope to have this issue rectified as quickly as possible and we apologise for any inconvenience this may cause in the meantime.

If you have any questions about this matter, please speak to your child's class teacher in the first instance. Many thanks for your continued support.

Yours faithfully

J Clayton

Ms J Clayton
Head of Primary