



WOODVALE PRIMARY ACADEMY


Principal: Mr M Reetz

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 @WoodvaleAcad

Dear Parents and Carers.

Can I take this opportunity to remind you that our staggered start means that pupils whose surnames begin with **A-H should be arriving between 8:35 and 8:45** and those whose surnames begin with **I-Z should be arriving between 8:50 and 9:00**.

There have been a number of children arriving late after 9:00 to school and this creates a bottle neck at the office and also brings staff out of the classroom as they have to collect pupils from the office when they arrive late. This means they cannot work with other children.

Arriving at school on time is vital as it means:

- Your child does not miss any of their learning.
- Your child's day gets off to a positive start and they do not feel rushed and hurried.
- They are more likely to be prepared for their learning and the day ahead.

Please contact the school office if you need any further support.

Can I also politely remind you that **face coverings should be worn at all times** while on the school site.

Best wishes

Mrs Clare Ley
Deputy Principal

Be Responsible, Outstanding, Kind & Safe

Woodvale Primary Academy is part of the Greenwood Academies Trust

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