



Hanley St Luke's C of E (Aided) Primary

7th September 2016

Dear Mums, Dads and Carers

To ensure pupil safety at the end of each school day we have made some changes to our release arrangements for some classes.

Year 1 pupils will now be released to parents on the slope outside the top hall doors. Would parents please ensure that the slope is clear and wait below the fence as indicated by the signs.

Year 4 pupils will now be released from our new exit on Wellington Road. This is situated above the Reception Class and Top Car Park gates.

Parents will need to wait in the designated area for Year 4 pupils to be brought out.

All other class exits remain the same.

Thank you for your co-operation.

Yours sincerely

Mr M A Barlow
Headteacher