



Birley Primary Academy

A L.E.A.D Academy

Headteacher: Dawn McAughey

Address: Thornbridge Avenue,
Sheffield, S12 3AB

Telephone: 01142399002

Enquiries@birleyprimaryacademy.co.uk

Friday 2nd September 2022

Dear Parents/Carers,

I hope this letter finds you well and that you have all enjoyed a fun-filled summer break. We are really looking forward to opening our doors on Monday morning for the 2022-23 academic year and seeing all of our pupils back at the academy with smiles on their faces.

In preparation of the children's return, I wanted to take this opportunity to remind you of the procedures for either collecting or dropping off children on the school yard. Firstly, it is of extreme importance that parents and carers allow teachers to bring their classes out on to the yard and to line the children up in their allocated spot before you attempt to take them. At the start of the previous academic year, we had parents/carers congregating around the exit doors, bottom of stairs and walkways as the children left the school building attempting to collect them on their way out which cannot happen.

Therefore, I wanted to take the opportunity to remind parents that there is a zoned parent waiting area on the playground will return (indicated on the map on the next page which also displays new lining up spots) where we ask that you wait until children have exited the school building and lined up. Once this has happened you can approach the line, informing your child's class teacher that you have taken your child. I am sure you will agree that the safety of all children is a priority and will work alongside us to ensure we achieve this.

In addition to this, there will also be changes regarding pupils arriving late. Firstly, any children arriving after 8:45am *must be* accompanied by an adult to main reception, where the adult will be required to sign the child in and provide a reason for their late arrival for our attendance records.

Due to the new system installed for school dinners, changes also need to be made to our dinner arrangements to ensure a smooth running of the kitchen. Therefore, for children arriving up until 9:15am, they will be given the full menu choice range when signing in. If children arrive between 9:15am to 10am, they will have a limited choice of either a jacket potato or a wrap with pudding. However, any children arriving late after 10am will need to bring a packed lunch from home for their dinner.



Birley Primary Academy

A L.E.A.D Academy

Headteacher: Dawn McAughey

Address: Thornbridge Avenue,
Sheffield, S12 3AB

Telephone: 01142399002

Enquiries@birleyprimaryacademy.co.uk

Whilst on the topic of school dinners, as a reminder, I would also like to take this opportunity to remind parents that the menu for the upcoming term can be found on our academy's website. In addition to this, please try to ensure that your child's dinner account remains in credit as once accounts show that they owe £10, the academy will only be able to provide a basic wrap meal until the debt is cleared.

Many thanks for your continued support and we look forward to welcoming all of our families back to the academy on Monday morning.

Yours sincerely,

Dawn McAughey

Headteacher

Parent Waiting Area Zones

