



NORTHCOTE PRIMARY SCHOOL

Cavendish Drive

Liverpool

L9 1HW

Tel: 0151 284 1919 or 233 4610

Fax 0151 284 1920

Mr G Anders Headteacher

Email: northcote-s1@northcote.liverpool.sch.uk

www.northcoteschool.com

Thursday 5th September 2024

Dear Parent/Carer

This letter is to inform you of some changes to the way children in Key Stage One and Key Stage Two will enter the building at the start of the day. This is in response to parent feedback about how we could improve school organisation and will mean that children are greeted by their class teacher first thing in the morning. Learning Support Assistants will also be available to pass on messages regarding your child.

If your child is in Nursery or Reception, they will still be taken to their classroom doors by the adult who is dropping them off.

Please see the timeline below for children who are in Key Stage One or Key Stage Two.

8.35 am- school gates open. This is to help avoid crowding at the main gate. There will be no staff outside on the yard until 8.45 am. Therefore, if you arrive at this time, it is important that you stay with your child and that they are fully supervised.

8.45 am- Staff will come onto the yard to greet the children. Teachers will stand at the front of their lines to indicate where the children will line up. Children can start to come into line at this point.

8.50 am- Morning whistle is blown. All children enter class lines and are led inside by their teacher.

9.00 am- Gates close. Registers are taken in class. Anyone who arrives after this time will need to sign in via the main office.

In the event of poor weather, doors will open at 8:45 am as usual, children will enter through their usual entrances straight away and will not have to line up.

This will be in effect from tomorrow, Friday 6th September.

Thank you for your continued support.

Mrs Hearnshaw
Deputy Headteacher



National Support School
designated by
National College
for Leadership of Schools
and Children's Services

