ST THOMAS MORE CATHOLIC PRIMARY SCHOOL

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Principal: Mr M McLoughlin

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Christ is the centre of our school community where we live, love and learn together

Thursday 12th March 2026

Dear families,

Changes to Morning Routine

In an effort to improve the morning drop off routine, we will be changing the way in which children enter school from **Monday, 16th March 2026.**

The children should remain behind the yellow line on the driveway until 8:30am when the gates to the playground will open.



Reception families should wait in this area and will enter school via The Studio (red double doors to the right, just before the office) when the doors open at 8:35 am.



All KS1 and KS2 children should enter the playground and will be met by their teachers in lines, departing the playground for class at 8:35am. Any child arriving between 8:35 & 8:45 should enter the school via the playground, and they will be directed to class by additional staff. **The playground gates will be closed at 8:45am.**

Children arriving after 8:45am must be signed in at the office by a parent using our new digital sign-in facility. Staff will be on hand to support over the first few mornings.

We hope these changes will improve punctuality and the drop-off process, making it safer and smoother for all children.

Thank you for your continued support,

Mr M McLoughlin
Principal