

4<sup>th</sup> November 2020

### Year 6 end of day collection arrangements

Dear Parents and Carers,

As evenings are now drawing in and in the light of the lockdown arrangements coming into force tonight, we are further revising our going home arrangements for pupils in year 6.

If you require any after school arrangements other than collecting your child from school in person, please let us know **in writing** either by confirming below or email to the school office. We are asking for this even if you have given instructions previously. For example, we will need your written instructions by tomorrow night if you wish your child to be released alone (or with a younger sibling) from the inner blue gates, either to walk home or meet you elsewhere.

Please also be aware that if you have any one-off arrangements, these will need to be emailed to us at [byron@oasisbyron.org](mailto:byron@oasisbyron.org) before 3.00 p.m. on the day in question (including any post-school club pick-ups).

We hope these arrangements will help to ensure both that lockdown requirements are met and that everyone is clear on what they should be doing at the end of school in these difficult times.

To clarify, you do not need to confirm if you plan to collect your child in person in the normal manner. However, if you are running late please make sure to call us on 020 8668 4877 as early as possible, so that we can reassure your child.

Kind regards



Mr Norris  
Deputy Principal

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### Year 6 end of day collection arrangements

Name of pupil:

With effect from:

After-school arrangements:

Signed:

*(Person with Parental Responsibility)*

Full name:



Principal – Mrs Clare Wingrave  
St. David's, Coulsdon, Surrey CR5 2XE  
Tel and Fax: 020 8668 4877 Email: [Byron@oasisbyron.org](mailto:Byron@oasisbyron.org)  
[www.oasisacademybyron.org](http://www.oasisacademybyron.org)  
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Registered Office: 75 Westminster Bridge Road London SE1 7HS