

5 June 2018

Dear Parent / Carer

RE: Early Access to School Site

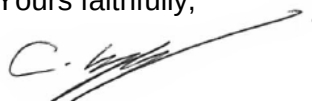
As you will be aware, The Farnley Academy officially opens its doors to students each day at 8.10 am. We are however keen to support parents who may need to drop their children off earlier to school in order to fulfil other childcare commitments or get to work on time. Up until recently, the number of students arriving before 8.10 am had been relatively small, this however has increased significantly over the last term.

As a result of the above, we now need to take action to ensure that students who arrive early are known to be on site in case there is a fire or other emergency. To support this, we will be introducing an easily identifiable way of allowing pre-approved students onto site from 7.30 am by issuing them a unique badge.

Badges will only be issued to students with parental consent and where there are **no behaviour concerns**. If a child is issued with a badge and behaviour becomes a concern, the badge will be removed. Students who are on site before 8.10 am will be required to be in the canteen or library. For health and safety reasons, they are not permitted to walk around the school site.

If you require your child to be on school site prior to 8.10 am, please complete the below slip and ask your child to return it to student services. The new badge system will commence on Monday, 11 June 2018. Any student without a badge after this date will be asked to wait at the school gates until 8.10 am.

Yours faithfully,



Miss C Langley
Assistant Principal

Please return this slip to Student Services

Student Name: _____ Form Group: _____

Days of the week where early access is required (Please circle):

Mon. Tues. Wed. Thurs. Fri.

I acknowledge and understand that whilst on site before official opening hours, only limited supervision will be in place for my child. I also understand that should a behaviour incident occur at any point during the school year, my child will no longer be allowed to access the school site before 8.10 am.

Parent / Carer Signature: _____ Date: _____

Parent / Carer Print name: _____