

10 September 2018

Dear Parent / Carer

RE: Early Access to School Site

At The Farnley Academy we operate an early access badge system, this is to support our 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. This system is also in place 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 have 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. 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 badge system for this academic year will commence on Monday, 17 September 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

Early Access to School Site: 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: _____