



WHITMORE PARK PRIMARY SCHOOL

Halford Lane
Coventry CV6 2HG

Wednesday 9th November 2016

Dear Parents / Carers

Morning Nursery Information For Parents

Morning Session Times

8:30am – 11:30am

With effect from **Thursday 10th November 2016**, the Nursery gates will be closed promptly at **8:40am**. After this time, your child will need to come to the main school office and be recorded as late and walked round to Nursery by a member of the admin staff. All staff will be in the classroom for lessons to start at 8:41am meaning staff can't be on the gate to let late children in.

Please aim to arrive on time for the beginning and end of the sessions. Arriving promptly ensures that your child gets the full 3 hour session. Children that are late miss out and it disrupts the learning of the other children.

Thank you for your co-operation in this matter.

Yours sincerely

Mrs McShane
Nursery Teacher

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