



7th November 2018

Dear Parent/Carer,

Update on New Systems
At Redlands

As you are aware, Redlands made some improvements during the summer break to support us in improving the children's learning environment; we have continued to build upon these improvements during the first half of the Autumn term and are pleased to inform you that we have now successfully introduced a new electronic sign in system at the school office, as well as fob entry to all of our external doors. These improvements will further support us in safeguarding the school along with maintaining compliance with new GDPR guidelines.

The fob system ensures that only people with authorisation can enter the building during school time and therefore parents will not be permitted to escort their children into the school each morning. The school day starts at 8.45am and we ask all parents to ensure that their child is in their class line by this time, ready to be escorted into class by their teacher. Children arriving after the class has been collected, but before the school gate closes should locate Mrs Fletcher in the school playground for her to allow them access to their classrooms.



Parent wishing to speak to the school office should leave the school via the main school gate and walk around the school to the office entrance. Parents arriving after the class has been collected and wishing to speak to the class teacher should wait until the end of the day or contact the school office and ask for the teacher to contact them.

Children arriving after the school gates close at 9am should sign in using the electronic sign in at the school office, we ask that parents put a reason for lateness where possible for the purposes of attendance monitoring.



We recognise that some children like their parents to accompany them into school; however, as we are always encouraging our children to display the Redlands R's in all that they do, we feel that providing the children with the responsibility of putting their own coats and bags away at the start of the day builds upon their independence and resilience.

Thank you for your continued support.

Kind Regards

Mrs Michelle Tobin
Headteacher