



Great Gaddesden Cof E (VA) Primary School

Headteacher: Mrs S. Wickens

Great Gaddesden C of E Primary School
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Dear Parents and Carers

Safeguarding and School Access

This has been a very busy term and we have been reviewing many administrative practices in the school, including a review of how we keep the children and the school safe at all times. We want to make sure that our safeguarding is in line with best practice.

We would therefore like to bring your attention to the following that will take effect after the Easter holidays:

- To ensure that only authorised adults are in school, we would kindly ask that all adults (external visitors and parents) sign in via the school office;
- We ask that all visitors wear one of our new visitors' badges (green for those who have had a DBS check and red for those who haven't);
- Staff will continue to be on the playground in the morning and in the afternoon whenever possible (which tends to most days) so that informal conversations can take place between home and school. This is a high priority for us as a village school;
- The side gate from the playground will be open in the mornings so that it is easier for parents to visit the School Office directly from the playground;
- On a specific note, please could children attending breakfast club enter school via the School House Garden in the mornings.

If you have any questions about these arrangements, please do not hesitate to email Mrs Wickens or myself.

I would like to take this opportunity to wish you and your families a peaceful Easter holiday, and I look forward to seeing you at School events in the Summer Term.

With very best wishes,

Alison Wilkinson

Chair of Governors

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