Shoreditch Park
Primary School
Bridport Place
London N1 5JN
Tel: 020 7739 7973
Fax: 020 7613 4682
Web: www.shoreditchpark.hackney.sch.uk

Headteacher: Penny Smith
Deputy Headteacher: David Cunnelly
Senior Assistant Headteacher: Kathryn Green
Assistant Headteachers:
Joanne Byrne, Claire Deegan, Eloise Erwin, Zeynep

Inclusion Manager: Claire Keady
School Business Leader: Georgia Caton

8.11.2024

Dear parents and carers,

At Shoreditch Park we are committed to continually reviewing our practices to ensure the best possible outcomes for all our pupils. As the darker weather is approaching we have completed a full audit of our dismissal procedures and, as a result, it is necessary to make some changes to how pupils leave school at the end of the day. These changes will come into force from **Monday 11th November.**

We are a popular school with 440 pupils on roll, which means during dismissal our playgrounds are extremely busy. Please remember that when your child has been dismissed by their teacher you are responsible for their safety. Keep your child with you at all times, holding younger children's hands. Do not let pupils ride ahead of you on bikes and scooters.

Year 1 and 2 dismissal

From Monday 11th November all Year 1 and 2 pupils will be dismissed from the lunch hall. Most parents will already be familiar with collecting their children from the hall, as this is the procedure during wet weather. A one-way system will be in place, with parents entering the hall via blue door and leaving via the staircase close to the KS1 playground equipment. Pupils must have a handshake with their teacher before they can be dismissed from the line.

Parents will be admitted to the hall in groups of 8, so please be patient as you are waiting to collect your child.

As the hall will be busy all prams and buggies must be left outside.

Key Stage 2 dismissal

Parents of Key Stage 2 pupils must walk down to their child's line and wait for them to be dismissed by their teacher. The teacher must have a handshake with each child before they can leave the line and join the adult who is collecting them. The teacher will not dismiss pupils to parents who wave from the top of the hill.

Pupils going home alone

Pupils who go home alone will now leave via the Gopsall Street gate. This is to minimise congestion on Bridport Place.

Please note that the NSPCC advise that: 'children in primary school aged 6-12 are usually too young to walk home from school alone.' We would prefer that Year 3 and 4 pupils are brought to and collected from school by an adult. If parents decide that they would like their child to walk to and from school independently they must carefully assess the risks involved.

Changes to the dismissal list

Unless there are exceptional circumstances, changes to pupil dismissal lists can only be made by completing a form in the school office. Ad hoc changes cannot be made to the dismissal lists so please ensure that you have already shared the details of any adults who will be collecting your child.

Mobile phone free school

We have joined the Phone Free School scheme; a letter will be sent out soon sharing more information about this. This means that parents and carers are expected to put their mobile phones away before they enter the school premises. Please note that staff will challenge parents who are using their mobiles on the school site.

Animals on site

A reminder that animals are not permitted on the school premises. Please do not bring your pets when you are dropping off and collecting your child.

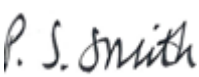
School streets scheme

Shoreditch Park Primary School is a member of the School Street Scheme. This means that cars are not allowed on Bridport Place, Northport Street and Gopsall Street between 8.30am-9.30am and 3pm-4pm during term time. For more information please see the school website: https://www.shoreditchpark.hackney.sch.uk/parents/school-streets

Thank you in advance for your cooperation.

Yours sincerely,

Penny Smith



Headteacher