



'Believe and Achieve'

Brookfield Primary Academy
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Friday 8th February 2019

Dear All

You may have noticed that we have had some work to the pedestrian gate at the main school entrance from Ridge Road. Over the past few weeks, an intercom system and magnet to hold the gate closed has been added. This is part of our ongoing work to improve security and safeguarding arrangements for our children.

We are nearly ready for this system to be 'live', and I am pleased to be able to share the details with you. From Monday 11th February, the following will apply:

Morning	Parents, children and visitors will be able to enter the site as normal using the pedestrian gate
09:00	The gate from Ridge Road will be locked and closed until 3pm (with the exception of nursery pick up - details below)

Nursery Parents only: The gate from Ridge Road will be unlocked for nursery parents at 11:30 (you just need to push the gate to gain access) please note it will be locked again at 11:50. The Early Years gate will open as it does now at 11:45 to allow parents to collect their child from the classroom.

After 09:00, in order to access the school site you will need to press the intercom button and speak to a member of office staff. Please then report to the office. At 15:00, we will open the Ridge Road gate for parents to collect their child and it will remain open for after school clubs (including Jancett).

We regret that parents and carers will not be permitted access to school site when collecting children before 11.30 (nursery) and before 15:00 (all other children).

As a reminder intercoms should not be activated by a child.

I would welcome any feedback you may have on this system when it is up and running.

Yours sincerely

Miss J Morley
Headteacher



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