



# Millfield Primary School

Grange Lane, Littleport, Ely, Cambs CB6 1HW  
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Principal: Mrs D M Hannaford  
Vice Principal: Ms L Cooper



*The Governing body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

September 4<sup>th</sup> 2019

Dear Parents,

I should like to welcome you and your children back after the summer break and hope very much that you have managed to have some enjoyable 'family time'. We say a special 'hello' to all our new reception children plus any children who have joined the school in other year groups. In addition we welcome Miss Dutton (Y1), Miss Sibson (Y2), Miss Rush (Y3/4), Miss Wright (Y5/6) and Ms Smit (TA in Reception).

You will soon receive information about class assemblies, a calendar of events for the year, curriculum newsletter etc, but I just wanted to draw your attention to a couple of things.

## Meet the Teacher

Mrs Bidecant has already sent out a message about the dates for these, but here's a reminder:

Friday 6 <sup>th</sup> Sept	2:25pm	KS1
	2:50pm	KS2 (except 56K)
Monday 9 <sup>th</sup> Sept	2:50pm	5/6K

Each meeting will last approx. 15-20mins and is an opportunity for you to meet your child's teacher, the teaching team for that year group and hear about the focus for this half term's learning. Please make your way across the playground to your child's external classroom door, where you will be greeted by a member of staff and shown where to go.

## Collecting and dropping off children on the main playground (ie Y1-6)

This is just a reminder that from Monday 9th, we ask that in the mornings parents say good-bye to their children on the playground and don't take them to their classroom door. At the end of the day, classes are brought onto the playground and there is a bit more of a 'handover', particularly for the KS1 children- please don't 'crowd' the children and teachers as they come onto the playground as this makes the handover tricky! For the morning drop-off, a good demarcation is where the playground surface changes to bricks. If your child is upset for any reason, or you have a message you would like passed to the teacher, then please see the additional staff on the gate who will be more than happy to help. We have found this system works well given the increasing numbers of children and the fact that it just gets too crowded if parents and children go to classroom doors.

We are all looking forward to an exciting year ahead!

Yours sincerely,

Mrs D. M. Hannaford  
Principal