

20th May 2024

Dear Parents and Carers

Morning Routine at Chadsmead Primary Academy

We are writing to let you know that starting from Monday 3rd June, a member of the Senior Leadership Team (SLT) will now be responsible for opening the glass corridor doors to welcome the children into the school, rather than the class teachers. We will trial this until the end of the school year.

This will ensure that we are making the most of our class learning time and to alleviate congestion at the glass corridor in the mornings. This change means that the teachers will be able to dedicate their full attention to preparing for the day's lessons from the start of the school day, thus maximising the learning time for our children. Children are already aware of where they need to go in the mornings and are confident in this routine.

Please continue to communicate any messages to the class teacher using the MyEd app. This approach maintains a record of communications and ensures that messages are not missed during the busy start to the day. As always, if you need to have a longer conversation with the class teacher, a meeting can be arranged through the MyEd app as well. This will allow for a dedicated time to discuss any concerns or questions you may have.

Should you have any feedback or questions concerning this trial or require assistance with using the MyEd app, please do not hesitate to contact the school office.

Thank you for your continued support and understanding.



Mrs G Grainger
Headteacher



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