



South Haringay School
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Wednesday 9th February 2022

Dear Parents/Carers,

The Green

I am writing to you to clarify the new procedures at The Green. Please note the following:

- You should ring the bell to notify staff you have arrived to collect your child
- You should come in, tell staff who you are collecting and sign your child out
- Once you have signed, please stand to the side to allow other parents to do the same
- When you exit, do close the door behind you and don't hold the door open for other adults as they need to ring the bell and wait for staff to let them in
- We do not require you to wear a mask when entering the building but if this makes you feel more comfortable please ensure you bring your own

As with all new systems, we will continue to review process to ensure they run safely and smoothly.

Yours sincerely,

A handwritten signature in black ink that reads "Athomas".

Ayse Thomas