

## Year 3/4 pick-up and collection

Dear parents/carers,

Following positive feedback around drop off times, we would like for Year 3 and 4 children moving forward to be dropped off everyday via the KS1 fire doors as previously done on Wednesday's.

With regards to pick up times, we appreciate that it is taking longer to dismiss children via the hall due to the ongoing buildings works preventing us from using the EYFS doors. We are hoping to resolve this matter by the end of next week but in the meantime we have no other options but to carry on as we are. Please can all adults during pick up time avoid standing close to the hall doors as this makes it difficult for staff to dismiss the children. Safeguarding is of our utmost importance so as previously mentioned, please be patient during this time.

Can we also kindly remind you to treat our staff members with the respect and courtesy that they deserve. Foul and abusive language will not be tolerated on academy grounds. Staff do not come to work to be shouted at or abused in any way or form.

If you have got any concerns, please feel free to find a member of the senior leadership team on either a morning or afternoon to book a time in to discuss it.

Thank you as always for your cooperation in this matter.

Kind regards,

Mrs Smith and Mr Walsh

Principal - Nichola Smith Oasis Academy  
Watermead

Barrie Crescent, Sheffield S5 8RN

Email: [info@oasiswatermead.org](mailto:info@oasiswatermead.org) Tel: 0114 201 6800

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