

16 September 2022

Dear Reception/KSI Families

### **KSI – Morning entry routine**

A huge welcome to all of our children who have joined us new to the school and a massive welcome back to all of the children continuing their learning journey with us at Outwood Primary Academy Lofthouse Gate.

We have had a fantastic start to the academic year and the children are diving into their new learning.

Now that the children are familiar with the routine of entering their class from the playground, we would like to support their independence even further.

From Tuesday (20 September), we ask that you show your child to their line on the playground and leave them, with their belongings, while you move to the back of the playground (near the tree).

Your child's class will then be greeted by their teacher and taken inside as a class team to begin the day. You are invited to stay on the outskirts of the playground while your child's class has entered the building.

If you need to speak with your child's class teacher, please contact the office to make an appointment that is mutually convenient, or notify the office staff of any messages that need to be passed on.

Thank you for your continued support

Mrs Hewitt  
Principal