



# Monkton Church of England Primary School

Monkton Street, Monkton,

Ramsgate, Kent CT12 4JQ

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Executive Headteacher: Wendy Stone

Head of School: Chris Marston

Tuesday 15<sup>th</sup> November 2022

Dear Families,

As part of enhancing our safeguarding procedures, we would like to introduce a 'password' system if someone unknown to us is collecting your child after school. This means that we will know that whoever comes to collect your child is absolutely who you say they are.

Please complete the slip below and return as soon as possible. Once completed, if an unfamiliar face comes to pick up your child, they must know the password and be able to say it to the teacher, TA, office or to anyone taking a club.

As well as this, you must please still notify the school if someone unfamiliar to us is coming to pick up your child. We will not hand over a child to anyone we do not know or to someone who does not have the password.

Many thanks

Chris Marston

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FAO Mrs Ling

Name of Child \_\_\_\_\_

Class \_\_\_\_\_

Password (block capitals please) \_\_\_\_\_



