



Saint Thomas More R.C. Primary School

Senior Leadership Team
Headteacher: Mrs Joanne Butterworth
Deputy Headteacher: Mrs Anna Quigg

Dear Parents,

Welcome to, or back to Key Stage 1! We are very excited to welcome your children into school on Thursday 4th September.

Entrance to school

The gates will open onto the playground at 8.30am and the classroom doors will open at 8.40am. When the two back doors of the building open please encourage your child to enter the building. All classes will enter via these two doors. Children do not need to line

Miss Byrne's class
enter and leave
via this door



Mrs Craven's and
Miss Kadir's
classes enter and
leave via this door

up. The staff will be waiting on the door to welcome them inside. We appreciate this first day can be hard but as much as possible encourage your child to enter the building independently. Anyone struggling on this first day/week there are lots of staff on hand to help with this transition into the building. We assure you once the children are in the building with their friends they will be fine!

Exit from school

The gates will open to the school and playground at 3.00pm. The school day officially ends at 3.10pm, however to avoid congestion we will begin to let the children out just after 3.00pm.

Mrs. Craven's class and Miss Kadir's class will be released from Mrs Craven's classroom door. Please wait in the area allocated for each class. Mrs Craven's parents please wait on the side in front of the classroom windows. Miss Kadir's class please wait directly opposite the door. Where possible please form queues to make it easier to see who we are handing the children over to. As we are releasing two classes from this door, we ask that you be patient and allow us to safely hand each child over.

Miss Byrne's class will be released from her classroom door. Please wait on this side of the building. Where possible please keep to your designated area to save confusion, especially while the adults get to know you all. Please also pass this information on to anyone collecting your child. If there will be various adults collecting your child please let us know in advance to save any confusion at the end of the day.

We Love, We Learn, We Live with Christ

Evesham Road, Alkrington, Middleton, Manchester, M24 1PY.
Tel: 0161 643 7132, Email: Office@stthomasmorerc.rochdale.sch.uk



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If you have any questions in the meantime please email us on:

ccraven@stthomasmorerc.rochdale.sch.uk

obyrne@stthomasmorerc.rochdale.sch.uk

hkadir@stthomasmorerc.rochdale.sch.uk

Please allow us time to email back as when we are teaching we will not check our emails but will get back to you as soon as we can. Anything urgent, please ring the school office.

We look forward to a great year in Key Stage 1!

Mrs Craven and The Key Stage 1 Team

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