

Kingsway Infant School

North Approach, Watford, Hertfordshire WD25 0ES.

Headteacher: Mrs Caroline T-Walmsley

Deputy Head: Miss Donna Byrne

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14th October 2016



To the Parents of Red and Orange Classes

Dear Parents,

Morning Routine

After the half term break the morning routine for reception children will be changing. From Monday 31st October please wait with your child on the main playground with the rest of the school and listen for the bell. Once the bell has been rung at 8.55 a.m. the children can line up with their class. We will come out and lead them into the classroom. The children will know what to do and where to line up as this is the routine they use when they come in after the lunchtime break.

We ask that you please stand back away from the line to enable the staff to see that all of the children walk safely into school.

Yours sincerely,

F. Foulsham

E. Recska

O. Stein

Mrs Foulsham
Classteacher

Miss Recska
Classteacher

Miss Stein
Classteacher