



19th May 2023

Dear Parent/Carer,

From the start of the next school year in September, the Infant School and Junior School plan to make changes to our start and finish times. We hope to make the school drop off and pick up easier for parents and carers by bringing them closer together.

At Millbrook Junior School, we will open our gates at the later time of 8.40am. Children will have 10 minutes to arrive at school in time for registration at **8.50am** when the gates will close. Our school day will finish at **3.20pm** with our gates open for parents to wait on the playground to collect between 3.10pm and 3.30pm.

Millbrook Infant School will open their gates at 8.45am. Children will have 10 minutes to arrive at school in time for registration at 8.55am when the gates will close. Their school day will finish at the later time of 3.25pm with their gates open for collection between 3.15pm and 3.35pm.

To assist with moving between the two schools we will open the zebra crossing at the back of our joint car park so that parents and children (including those with walking permission) can move between the two sites without needing to go back onto the street. Hopefully, this will help to reduce the foot traffic on the street and keep everyone safe.

We hope that you will agree that this is an improvement on the current system. If you have any feedback about these changes please email it to office@millbrookjuniors.co.uk

Your sincerely,

Danielle Warren
Headteacher