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4th January 2024

Our ref: KA/048/KB

Dear Parent/Carer

Re: Toilets

I am writing to let you know that the pupil toilets around school are being upgraded this Monday 8th January 2024 to ensure that they are locked, when not in use.

Should a pupil need to use the toilet, they have always asked permission to go to the toilet and are always allowed to go.

Each class team will have a toilet key and a staff member will unlock the toilet for the pupil and when the pupil has finished will relock the toilet. This is for two reasons, to ensure that the cleanliness and hygiene of the toilet is monitored and kept to a high standard and to prevent more than one pupil going into the toilet at any one time.

This isn't a change in practice in terms of supervision, but we want to ensure that the premises support effective supervision of all pupils.

Should you have any questions please do not hesitate to contact me.

Yours sincerely

Kyna Adkins

Interim Headteacher

IF YOU REQUIRE ANY LETTERS TRANSLATING, PLEASE CONTACT THE SCHOOL

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