

Ysgol Pen Coch, Prince of Wales Avenue, Flintshire CH6 5NF

---



Tel: *Ffôn* 01352 792730 (Main Office) (*Prif Swyddfa*)  
Fax: *Ffacs* 01352 792738

Ms A. Anderson  
NPQH; M. ED; PG  
Dip.SpLD  
Headteacher  
*Pennaeth*

---

1<sup>st</sup> May 2014

Dear Parents/Guardians,

As a result of an important Flintshire Strategy Meeting involving the safety of pupils in our schools it has been decided that:-

#### Breakfast Club

Pupils attending the breakfast club will be met by school staff at the top gates. Gates are open at 8.30 and will close by 9.30.

School side doors open at 9.20 - 9.30. If you come outside these hours you will have to use the main entrance and office staff will phone down to your child's class and will be taken down by a member of class staff.

#### Concerts

Pupils will be allocated tickets. Names will need to be provided of family members attending for that child. We do ask the audience not to take any photographs during the performance but they will be given opportunities at the end of the performance if they wish to do so.

#### Sports Day

Due to Health & Safety issues some pupils will not be taking part in sports but parents/guardians will be informed.

#### Class Community Trips/School Outings/Celebrations

If your child will not be attending these events you will be informed.

The Health & Safety of our pupils is extremely important to us - We know that it is also important to you. Please keep this letter safe for your reference. A copy will also be placed on the website.

Kind Regards

Ange Anderson

Headteacher

