

St Matthew Academy

St Joseph's Vale, Blackheath, London SE3 0XX

Headteacher: Ms Miranda Baldwin

Head of Primary: Ms Joanna Chick



10 February 2020

Dear Parents and Carers

Primary Phase – Safeguarding and Health and Safety.

As you are aware the Academy takes the Safeguarding, Health and Safety of our pupils extremely seriously, for this reason we feel it necessary to remind all of our parents of some Academy rules in place to protect our pupils.

Start and End of the School Day.

As you aware our Primary pupils start school, at 9.00am however, we have noticed that some children are starting to arrive at the Academy before the Primary gates open. We would like to take this opportunity to remind all parents that pupils should not be on the Academy site without adult supervision before 8.30am, when the gates open and staff are on duty to ensure they are safe. If you have to drop your child to the Academy earlier than this you are welcome to use the Breakfast Club facility. We would also like to request that parents dropping off and collecting Primary pupils wait at the Primary gate and not at the front of the Academy site. We would also like to ask that you remind any older secondary siblings who bring their brother or sisters, they should not drop and leave their siblings before staff are on duty.

Vehicles on Academy Grounds.

As you are all aware, vehicles are not permitted to enter the Academy site to drop off or collect pupils. Recently this has become an issue with cars tailgating after vehicles, driving fast through the gate and around the car park. I would also like to take this opportunity to remind parents and carers that pedestrians must not use the vehicle gate but instead to use the main Academy entrance.

We would like to thank you for your co-operation as always in advance, but if you do have any queries regarding the above please do not hesitate to contact us at the Academy.

Yours faithfully

Ms J Chick

Head of Primary Phase

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