



Woodside Primary School
Gittin Street
Oswestry
Shropshire
SY11 1DT

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Friday 12 July

Dear parents and carers,

As your child prepares to move into their new class, it would be useful for their new teacher to know if your child will have permission to leave school by themselves in September.

Please could you complete and return the form below to your child's current class teacher by **Wednesday 17 July** to inform us of your planned collection arrangements for the next academic year. If collection will alter on different days, please provide details.

As always, we understand that this will be subject to change but ask that you let your child's new class teacher know at your earliest convenience if this is the case.

Please note – we **will not** allow any child to leave school by themselves without confirmation from you.

Thank you in advance for your cooperation, and I hope you have a wonderful summer break.

Yours sincerely,

Kelly Jones
Year 5 Class Teacher

2024/2025 Collection Arrangements

Child's name: _____

New class teacher's name: _____

I give permission for my child to leave school alone from September.

I will collect my child from the back drive at 3:05pm.

Other (please specify)

Signed: _____ (parent/carer)

Print Name: _____ (parent/carer)

Date: _____

Headteacher: Claire Bennett B Ed (Hons) Chair of Governors: Gordon Channon
Associate Headteacher: Louise Jones B Ed (Hons)