



St. Mary's Church of England VC Infant School

St Mary's Way, Baldock, Herts, SG7 6HY

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Headteacher: Miss Verity Edey

Deputy Head: Mrs Kathryn Thorp

23 November 2020

Dear Parents/Carers,

On the last day of term, Friday 18th December, school will finish at lunchtime and children will need to be collected at their staggered finish time. These have been co-ordinated with the kitchen staff and Junior school to ensure as smooth an exit as possible.

The staggered finish times are:

- Year 2 – 12.40pm
- Year 1 – 12.50pm
- Reception – 1pm

We would be grateful if families could follow the same guidance as for a normal collection time

- Only turn up at your appointed time to ensure a smooth flow of people outside the school
- One family member/carer to collect
- Wear a face mask whilst waiting for your child to be dismissed

Should you have any queries, please contact the School Office.

Yours sincerely

Miss V Edey
Headteacher