



**Executive Headteacher:** Kathleen Wheeler, BSc, MA, PGCE, NPQH  
**Visitors Reception / Main Office** Terling Close, Leytonstone E11 3NT.  
Cann Hall Road, Leytonstone E11 3NN.  
Tel: 020 8534 3425 / 020 8534 3563  
[www.buxtonschool.org.uk](http://www.buxtonschool.org.uk)

Friday 20<sup>th</sup> December 2017

Dear Parent/Carer,

Please note the following instructions for the beginning of school on the 4<sup>th</sup> January 2018.

**Dropping off and picking up** - The entrances and exits have changed slightly for our **Nursery, Reception, Year 1 and Year 2 pupils**. They will no longer come in through the Cann Hall park entrance but will now enter the school through the gate next to the park. This is accessed through Cann Hall Road. Please use this gate to drop off and pick up your child in these year groups. The park gate will open at the normal times for our Nursery pupils collection at 12:00 and drop off 12:30. This has not changed.

Pupils in **Years 3,4,5 and 6** will no longer access the school through Courteney Road. This gate will no longer be in operation. They must use the gate on Woodhouse Road in the morning. Parents will not be allowed beyond this gate in the morning. This is the gate that was previously the gate that gave you access to the playground off Woodhouse Road when we were in the old building. This gate will be open from 8:45 for pupils to start to come into school. This gate will close at 8:55, after that time pupils will need to enter through the first gate on Woodhouse Road (approaching from Cann Hall Rd) this was the main entrance gate when we were in the old building. Pupils will be considered late after this time and receive a late mark. Please use this gate also to gain entrance to the school at all other times.

At the end of the school day parents collecting pupils in **Years 3,4,5 and 6** will now gain access to the school via the Cann Hall Rd gate (this is a new gate) and exit with pupils through the Cann Hall park gate. This will help us to ease any congestion that may arise.

I would like to thank you on behalf of the senior leaders of Buxton School for your understanding and patience during the extensive building works. Please continue to work with us a little longer as we do all that we can to make sure that when we receive you onto the premises, it is as smooth as it possibly can be.

**Lunch** - As noted in our previous letter to you, please be reminded that on Thursday 4<sup>th</sup> and Friday 5<sup>th</sup> January a cold lunch will be available for pupils who are entitled to a free school meal or for those families who would like a paid school meal. Please feel free to send your child with a packed lunch should you wish. Hot meals will resume on Monday 8<sup>th</sup> January.

**Parking on Cann Hall Rd** - Please can we ask you to be mindful of the lack of parking that there will be on Cann Hall Rd when we return. Please do not park on the double yellow lines as this will result in a fine when traffic controlling measures come into place. Please take seriously the health and safety of all our children and as they move around this space and use the new pelican crossing.

Finally, I would like to wish you all a wonderful Christmas, thank you so much for your continued support and we look forward to a fantastic 2018!

Yours sincerely,

Mrs Bowers- Broadbent, Primary Head of School



Specialist Schools  
and Academies Trust  
EXCELLENCE AND INNOVATION



Sustainable Travel  
Accredited & Recognised  
sustainable level

