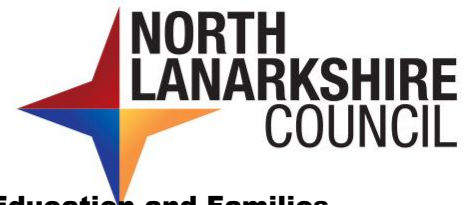


Our Ref: SG/JD/008
Your Ref:
Contact:
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Date: 28th August 2026



Education and Families

Sarah Gordon

Head Teacher

Noble Primary School

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Dear Parents and Carers,

Following a period of monitoring and reviewing our drop-off and collection procedures, we are introducing a few adjustments to help ensure children's safety during morning arrival and to support a smoother, more efficient handover at the end of the school day.

Morning Procedures

Now that children have had time to settle into the new school year, we kindly ask that parents and carers do not enter the playground during morning drop-off.

Mrs Mitchell, one of our Principal Teachers, will be stationed at the gate each morning to ensure that children enter the playground safely and remain within the playground area until the bell rings. She will also direct parents and carers to exit once children have been dropped off, helping to reduce congestion around the entrance.

Other staff members will be present in the playground to support children and help them move to their class lines when the bell rings.

As a reminder, parents and carers should not cut through the playground at any time. A connecting path between the two school gates is available should you need to access the other side of the school.

Home Time Procedures

We will also be making a small change to our collection arrangements to support a smoother and quicker dismissal for all children.

As our Primary 1 pupils are now becoming more confident with the transition from their classroom to the playground at collection time, we are introducing an adjustment to help streamline the process.

Parents and carers should continue to enter the playground at home time so that staff can easily identify the adult collecting each child. Please continue to make your way to the designated collection area for your child's class, as this helps teachers ensure that children are dismissed safely to the correct adult.

The Primary 1 collection point will move to the far side of the playground, next to the grass area and closer to the gate. The collection points for P2/3 and P3 will remain unchanged. This adjustment will reduce the number of children being dismissed from the same area and help improve the flow of collection.



Classes will continue to be dismissed in the same order as before.

Please look out for the new class collection signs from Monday and ensure that you stand within the allocated area. This will help staff to dismiss children as quickly and safely as possible.

Thank you for your continued support and cooperation.

Yours sincerely



Mrs S Gordon
Head Teacher