**Lateness**

We hope, particularly at this time, that all children will arrive on time for school, however, if your child is late for school they should come into the foyer of the school at the front door.

If they are in P1 and P2 you can accompany them to do this, assist them with sanitizing their hands in the foyer at the front entrance and inform the office staff via the intercom, that your child is in P1 or P2. Office staff will then come to the foyer to bring your child into school.

If your child is in P3-P7 we would ask that they walk from the gate to the front door, where they should press the buzzer to alert office staff that they are there. They will be instructed to sanitize their hands and then make their way into the office where office staff will support them get to their classes.

**Adults should not enter the school building if their children are late.**

If there are any problems, please alert the office staff when you speak to them via the intercom and they will advise.

Thank you for your cooperation with these procedures which are in place to keep everyone safe.

Mrs McQuillan HT