



St. Mark's C.E. Primary School

Talbot Village, Bournemouth, Dorset, BH10 4JA

Headteacher: Andrew Bright

Friday 8 September 2023

PICK UP PASSWORDS AND WALK HOME PASSES

Dear Parents and Carers,

To further increase security at St. Mark's this year, we are making a small amendment to our end of the day processes to ensure our students are safe and protected. Please find details below;

Pickup Passwords

If you wish for someone other than yourselves to collect your child from school, please give your trusted adult the student-unique password that will be detailed in your child's reading log during next week, AND send a parentmail or complete a green slip in the school office to confirm who will be collecting your child(ren). Teachers will be aware of each child's password and will not release any students without this password being provided by someone other than parents and carers, or approved family members. Siblings under the age of 16 may collect your child with this password, but please inform the school office or class teacher if you wish to give this permission. Any rolling arrangements for collection of your child can be sent via parentmail for the attention of your child's class teacher. Where possible please give us as much notice as you can.

This password can be changed at any point in the school year by sending a change of pick up password request to parentmail@st-marks.bournemouth.sch.uk.

Walk home pass

Some families decide their child is responsible enough and feels ready to walk home independently around Year 5 - Year 6. When you are ready for your child to walk home without an adult, please could you and your child discuss safety and responsibility before signing the relevant page in their reading log and making the class teacher aware via parentmail.

Thank you for your support and cooperation with this.

Kind regards,

St Mark's C.E. Primary School