



Birkby Infant and Nursery School
Blacker Road – Birkby – Huddersfield – HD1 5HQ
Tel – 01484 223969



October 2017

Dear Parents/Carers

We are sorry but parents/carers who want to collect their children early or arrive late at school in the morning **MUST** give the office 24 hours notice (unless it is an emergency). Evidence of appointments **MUST** be provided to the school office by either card, letter or text.

Could we please remind parents/carers to try to make appointments outside school hours where possible.

Yours sincerely

Mrs D Wilson
Head Teacher