

# Wintringham Primary Academy

Part of The Diamond Learning Partnership Trust

Established in the Queen's Jubilee Year 2012

School Drive, St. Neots, Cambridgeshire PE19 6AW  
Tel: 01480 479890 email: [office@wintringham.cambs.sch.uk](mailto:office@wintringham.cambs.sch.uk)

CEO: Mrs Susannah Connell BSc MA (Ed Mgt) NPQH  
Executive Headteacher: Mrs Tracy Bryden BSc (Hons) PGCE

12<sup>th</sup> October 2023

Dear Parents and Carers

## Magpies and Cygnets Arrangements

If your child attends either Magpies or Cygnets After School Club we will be reverting back to our pre-Covid procedures for collecting your children. At The Round House this will mean that the children will be brought up to the door, but will remain school side of the door until you have signed out your children and added the time of collection. We appreciate that this might mean a slight delay in collection at busy times, however we need to ensure that each child is correctly signed out. At Wintringham, the children will remain school side of the gate until they have been signed out.

If someone other than you will be collecting your child from either After School Club, please can you emails [magpies@roundhouse.cambs.sch.uk](mailto:magpies@roundhouse.cambs.sch.uk) or [cygnets@wintringham.cambs.sch.uk](mailto:cygnets@wintringham.cambs.sch.uk) to let us know and please ensure that they have the password, even if they have collected before as we may have staff working that day, who may not know the arrangements. Please also be aware that Primary school aged children can not collect children from the After School Club.

Sadly, Mrs Wilks will be leaving us at half term, and I am sure you would all like to join me in thanking her for all her hard work over the years and to wish her well for the future.

If you have any queries regarding these arrangements, please do not hesitate to speak to Mrs Bates, Miss Roberts or me on the gate.

Yours sincerely



Mrs Tracy Bryden  
Executive Headteacher  
On behalf of Wintringham Primary Academy (part of TDLPT)

The Diamond Learning Partnership Trust is a company registered in England and Wales.  
Registered Company No: 8062508. Registered Office: Andrew Road, Eynesbury, St. Neots, Cambs. PE19 2QE