



31 August 2023

Dear Parent/ Carer,

During the summer holidays, new external doors and security systems were installed at Baldragon Academy.

On Monday 4 September, the new system will go live and our school building will operate with some key improvements.

What does this mean for my child?

At the start of the school day, at the end of morning break and at the end of lunch, your child must adhere to the timings and the sound of the school bell and make their way swiftly to class.

If your child arrives late to school, either in the morning or following break or lunch, they will no longer have direct access through the pupil entrances and therefore must register as being late via our school reception. If this happens, you will receive a text message to inform you of your child's late coming and we'd look for your support in addressing this with your child.

As a reminder, and to help with punctuality:

Monday to Friday

- 8.40am – warning bell sounds to indicate the start of the school day (pupils should be moving to class).
- 8.45am – school bell sounds to indicate the start of the school day (pupils should be in class).
- 10.40am – school bell sounds to indicate the end of morning interval (pupils must move swiftly to class).

Monday – Wednesday

- 1.55pm – warning bell sounds to indicate the end of lunch (pupils should be moving to class).
- 2.00pm – school bell sounds to indicate the start of afternoon lessons (pupils should be in class).

Thursday – Friday

- 1.05pm – warning bell sounds to indicate the end of lunch (pupils should be moving to class).
- 1.10pm – school bell sounds to indicate the start of afternoon lessons (pupils should be in class).

Due to staff availability and health and safety, pupil access to the building is from 8.30am. Please be mindful of this as the colder and wetter days draw close. Pupil taking part in morning clubs or breakfast activities will have specific entrance arrangements agreed with the organiser/teacher.

Please be assured, that we have taken a common-sense approach to this and built into the system a practical, but small, level of tolerance to the timings of the operating system.

In addition, pupils who access our school's Enhanced Support Area (ESA) now have a dedicated pupil entrance/exit which is via the side of our school, accessible from the pavement adjacent to the school carpark. Dundee City Council will be installing new external signage to help with this change.

We have been sharing these updates with our pupils at assemblies this week and during lessons. Please help us by stressing the importance of good timekeeping and punctuality – in helping to reduce disruption to learning and as an important life skill. Thank you.

Yours faithfully,

H McAninch
Headteacher