



Woodberry Down Community Primary School

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Executive Headteacher: Ms Nicole Reid

Headteacher: Mr Derek Hewie

Monday 28th November 2022

Dear Woodberry Down Families,

Re: Lost Property Items

With the winter weather fast approaching, the children have started wearing gloves, hats and scarves to school again. Families spend a huge amount of money on clothing and we are very aware of the rising costs of such items. With this in mind, we wanted to remind you to label all items of clothing worn by the children. This will significantly reduce the likelihood of any items going missing.

We wanted to make you aware of our arrangements for lost and found items. We currently have a box marked '**Lost Property Items**' in our playground. This is available to families at the end of the school day and is currently placed under the sheltered area in the KS2 playground. Any items which are not marked with a pupils' name will be placed into this box when it has been found and uncollected during the school day.

In addition to this box, we also have an area for **uncollected items** at the front of the school. Items placed in the box or on the rail are those items which have remained uncollected for a period of time. We would rather that these items were reused and therefore can be taken by members of the community. At the end of the term we will donate unclaimed non-school uniform items to charity.

Please be reminded that, if your child wears Wellington boots to school, you are asked to provide black shoes for them to wear indoors. You should also be mindful that the children are not permitted to wear boots during PE and sports lessons for safety reasons.

Yours sincerely,

Derek Hewie
Headteacher

