

# THE BRITISH INTERNATIONAL SCHOOL

Puxi, Shanghai

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NORD  
ANGLIA  
EDUCATION

HELPING OTHERS  
TO BE THE BEST  
THEY CAN BE

26 March 2014

RE: END OF MORNING COLLECTION FOR PART-TIME PRE-NURSERY  
CHILDREN

Dear Parent/Guardian,

We would like to inform you about a change to the end of morning routine which will be implemented from the start of Term 3 for children who attend Pre-Nursery part-time.

Children who go home at mid-day will gather in room 150 at 12.30pm and will have an end of the morning review and story time. This is an important session and allows time for the children to reflect on their morning's experiences and talk about what they may do the following day. This session allows the teacher to create a cosy ending to the morning and creates and more secure routine for the children.

The official pick up time for part-time children is 12.50pm. Parents will be able to enter the classroom areas from 12.45pm and staff will hand over children directly to parents or carers. We kindly ask that you do not enter and disturb the classrooms before 12:45pm. Parents arriving before this time will be expected to wait in the EY Cubs Foyer.

We appreciate that there may be specific occasions when you need to collect your child at an earlier time. In such cases, please let your child's teacher know in advance. If you have any further questions please email [n-walker@bisspuxi.com](mailto:n-walker@bisspuxi.com)

Thank you for your continued support.

Kind regards,

Ruth Hanson  
Head of EY Cubs