



Dear Parents,

As you will already know, next Friday (27 November) is our Whole School Sports Day at Kowloon Bay Sports Ground.

We would like to share, and request, some information regarding drop-off and pick-up arrangements. Please read this letter carefully and reply to your child's class teacher and bus@nais.hk by Tuesday 24 November with your drop-off and pick-up arrangements.

MORNING DROP OFF:

All pupils should go directly to the Sports Ground on Friday morning (arriving as close to 8:00am as possible). The school will be closed, so please do not come here.

School Bus: If your child normally takes the bus, the morning bus pick-up times are unchanged. The buses will take them directly to the Sports Ground. If your child normally takes the bus, but you plan to take them instead, please email their class teacher and bus@nais.hk.

Parking & MTR: There is a drop-off area in front of the ground for parents who are driving. For those wishing to stay, please use one of the local car parks as there is no public parking at the ground and fines are enforced. Alternatively, Kowloon Bay MTR station is approximately a 10-minute walk from the Sports Ground.

AFTERNOON COLLECTION:

Finish times are staggered throughout the day, depending on your child's year group:

- Years 1 & 2 - 9:00am to 11:15am
- Years 3 & 4 - 9:00am to 12:15pm
- Years 5 to 8 - 9:00am to 2:00pm

School buses are provided to bring children and their teachers back to school at their finish time. If you prefer, you are welcome to collect your child at this time, either to take them home or remain at the ground to watch their siblings. Any children staying at the ground must sit with their parents in the stands and be supervised at all times as we cannot assume responsibility once children are collected.

IMPORTANT: If you are picking up your child from the Sports Ground, you must email your child's class teacher and bus@nais.hk (if they normally take the school bus). Pupils can be collected at the lobby of the Sports Ground. It is essential that you let your child's class teacher know before you leave. For the safety of every child, it is essential for us to have an accurate register of children.

If your child is travelling back to school after their sport activities, they will be looked after in class until the end of school at 2:45pm. Please note that Secondary pupils will also be discharged at 2:45pm. Usual pick-up arrangements will apply and buses will make their regular stops at the normal time.

Kind regards,

Katie Byrne