



Burnt Tree Primary School

Hill Rd, Tividale, Oldbury, B69 2LN
Tel 0121 557 2967 Fax 0121 522 4980



Head Teacher Mrs. J. Evans

Thursday 14th April 2016

Dear Parents and Carers of pupils in Year 1 and Year 2,

From tomorrow the children will be able to come into school through their own classroom door. There will be a member of support staff on each door who will take any messages directly to the class teacher. Unfortunately it won't be possible to meet with the class teacher at this time as they will be taking the register and starting the lesson.

We hope that this will ensure that all messages are passed on immediately and that it will ease congestion in the Key Stage 1 corridor. Messages can also be left with the school office.

If you have any further suggestions please do not hesitate to let me know.

Kind regards

Mrs Evans