Burley Gate C E Primary School

Telephone: 01432 820367
E- mail: admin@burleygate.hereford.sch.uk
Website: https://www.burleygate.hereford.sch.uk

Burley Gate
HEREFORD
HR1 3QR

Executive Head: Mrs Michele Lewis

27th October 2023

School Building work – Alternative entry arrangements

Dear Parents/Carers

We are excited to announce that building work for our front of school and library extension will commence next week during half term. Our school library will be extending into the school office and the office and foyer will also be extended outwards. The building work is estimated to take place until February.

As a result of this we will be using alternative entrances whilst the work is being carried out.

If your child is coming to breakfast club, please use Rowan Class gate to the left of the school. There will be a bell on the door and we would be grateful if you could wait with your child at the gate for a member of staff to collect them.

For normal school drop off and collection, we will continue to use the same side gates:
Rowan Class – side gate to the left of the school
Willow and Oak – side gate to the right of the school
Nursery – side gate to the right of the school

A new path will be put in place for the right hand side gate as there will be no access to the front of the school.

We will be temporarily moving our office upstairs. If you need to speak to the office, there will be a door bell on the right hand gate. Please ring the bell for attention and someone will come to meet you at the gate as soon as possible. Please allow extra time as the location of the office is a short distance from the gate.

Yours Sincerely

R Watkins

Miss R Watkins
School Office