



# THE PEGASUS ACADEMY TRUST



WHITEHORSE MANOR  
INFANT SCHOOL



ECCLESBOURNE  
PRIMARY SCHOOL



WHITEHORSE MANOR  
JUNIOR SCHOOL



BEULAH INFANT &  
NURSERY SCHOOL



CYPRESS  
PRIMARY SCHOOL

Executive Headteachers:

Mr M J Roberts & Ms L D Sampson

Head of Upper School: Ms G Buchan

Head of Lower School: Ms J George

Tuesday 5<sup>th</sup> March 2019

## **After school 'stay and play'**

Dear Parents/Carers,

The Lower School playground is available for 'stay and play' after school from 3.15pm until 4.30pm every day when the gates are locked. The playground gates are locked on the Upper School playground at 3.45pm. The Lower School 'stay and play' is available at the school's discretion and is something we are keen to continue to offer for all Cypress families.

Unfortunately, teachers and caretaking staff have recently noticed that there has been some inappropriate behaviour on site during this time including pupils climbing along fences, climbing on top of and damaging school equipment, entering the woodland area and playing unsupervised. We are currently replacing football goals which have been damaged by unsupervised pupils after school, at a cost of £450.

**We would like to take this opportunity to remind you that all parents and carers are responsible for their children's behaviour during after school hours whilst on site and that everyone should respect the school and property.** Any behaviour deemed to be inappropriate by staff members will mean that you may be asked to leave the premises and potentially 'stay and play' will be stopped. Parents/ carers are responsible for dealing with any injuries or accidents incurred after school hours.

In addition, we have recently invested heavily in improving our school facilities and in particular the reception playground. We ask that all parents and carers ensure that their children do not enter the reception playground or use any school equipment. If children continue to enter this area we will be required to put up additional fencing which will cost money that could be spent on other resources.

To enable us to continue this offering, attendees at the recent Parent Communications Working Group meetings have written a simple Code of Conduct for all users of 'stay and play' to adhere to. This will be displayed around the playground and can be used as a reminder for the children under your supervision. Please take the time to read the Code of Conduct which is enclosed.

Thank you in advance for your co-operation.

Yours faithfully,

Miss Buchan  
Head of Upper Site

Miss George  
Head of Lower Site

Parent Communications Working Group

**CYPRESS PRIMARY SCHOOL**

21 Cypress Road, London SE25 4AU

Telephone: 020 8653 2618 Email: [cypressadmin@pegasusacademytrust.org](mailto:cypressadmin@pegasusacademytrust.org)

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## **AFTER SCHOOL 'STAY AND PLAY'** **CODE OF CONDUCT**

The Lower School playground is available for all Cypress Primary School pupils to enjoy, under parent/ carer supervision, from 3.15pm until 4.30pm. The Lower School gates on the woodland walk will be closed at 3.30pm. The main playground gate will be closed at 4.30pm so please ensure you leave the premises by this time. Please can all parents/ carers enable us to continue to share this privilege by following this simple Code of Conduct.

1. **Parents and carers to supervise children at all times.** This means that you should have line of sight of what they are doing and ensure they are not putting themselves or others in any danger.
2. **Please only use the toilets in the community room.** Adult supervision is required – please do not let the children go in alone.
3. **No entry into school buildings or classrooms.** Please respect our teachers' wishes if they would like you to stop undertaking a certain activity at the school.
4. **Please do not use any school equipment.** The adventure playground can be used, under parental supervision. If anything is broken please inform the school office immediately.
5. **No entry into the reception playground.** Please do not play on reception equipment. Please be proactive and stop your children from entering this area.
6. **No filming or photography on site please.**

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Thank you for your co-operation.  
Ms George and Ms Buchan

Written in collaboration with the Parents Communications Working Group

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