



PARK HILL PRIMARY SCHOOL

LOWER EASTERN GREEN LANE, COVENTRY - CV5 7LR
TEL: 024 7646 6669 - EMAIL: adminstaff@parkhill.coventry.sch.uk
School website: www.parkhillprimaryschool.co.uk
Headteacher: Mr P Griffin

Dear Parents,

We hope you have enjoyed the holiday and the children are now eagerly looking forward to Dol y Moch. We are now gathering all of the information needed for the children and the centre, so please ensure all paperwork is sent back to school as soon as possible.

Before the holiday, we suggested that the children could come to school from 13:30 on Tuesday 11th June, and you could stay to wave goodbye to them when we leave at approximately 14:00; we will open the side entrance to the Dining Room for you to access. To ensure we have a record of who is arriving at school at normal time (8:45 am), and who is arriving at 13:30, **please return the reply slip below by Thursday 6th June** – this will allow us to pass on the information to the office staff with plenty of notice.

A reminder that if you have any medication for your child, these should be handed directly to Mrs Barrett with instructions as to how and when she should administer them. Again, please indicate on the reply slip below whether your child will need medication (no detail is necessary yet) so Mrs Barrett is aware she needs to speak to you.

Thank you.

Yours sincerely

Mr Lawrence and Mr Freeman

Dol y Moch – Tuesday 11th June

Child's name: _____

My child will be arriving at school at:

8:45

13:30

My child needs/ does not need medication.

Signed: _____