

28th April 2023

Dear Parents/Carers

I am writing to inform you that on Thursday 4th May, West Vale Academy will be used for a polling station for the local elections. School will remain open on this day. The pollers will only have access to part of the school building and this will be managed by school staff. Barriers and signs will be installed on the morning in order to separate off part of the playground for the voters to access school. With this in mind, we ask that parents stay with their child/children before school in the playground until 8.50am to ensure that all children are fully supervised. Please can you also ensure that children are fully supervised at the end of the school day, after the children have been dismissed, and that the children exit the playground with you safely. Throughout the day, staff will be following strict safeguarding procedures and risk assessment to ensure that there is no cross over with children and members of the public.

If your child attends Out of School Club (Breakfast Club and After School) we will require parents to use the **visitor entrance gate** instead of the pupil entrance gate at drop off and pick up to ensure that the visitor entrance is kept free for voters. When you arrive at the visitor gate please contact OOSC staff as normal on their mobile number – 07503 610410 and they will come out and let children in via this gate. For this day only, OOSC will be using Hawking classroom for breakfast club and after school so that the staff are based closer to the visitor gate in order to dismiss the children.

Thank you for your continued support and cooperation.

Yours Sincerely

Laura Horsfall

Principal

West Vale Academy
Stainland Road
Greetland
HX4 8LS

01422 372804 - admin@westvaleacademy.org.uk

Principal: Miss L Horsfall
Vice-Principal: Mrs C Akroyd

Part of
Great Heights Academy Trust
Riverside Mills
Saddleworth Road, Elland
HX5 0RY
MAT@greatheightstrust.org.uk

MAT CEO:
Mrs A Bennett
Chief Operations Officer:
Mrs J Firth
Chief Finance Officer:
Mrs A Rawson